

Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: November 22, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for November 18, 2024 – November 22, 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

Clerk's Office

None

Legislative Reading

NWMC Weekly Briefing

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

Monday, November 25, 2024

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

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

Tuesday, November 26, 2024

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

Wednesday, November 27, 2024

No Meetings

Thursday, November 28, 2024

Thanksgiving Holiday – City Offices Closed

Friday, November 29, 2024

Thanksgiving Holiday - City Offices Closed

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

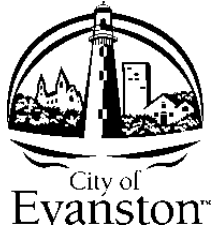
Subject: Bids/RFPs/RFQs Advertised during the Week of November 18, 2024

Date: November 22, 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 November 18, 2024

Bid/RFP/RFQ Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Armored Car and Related Services	Admin Services	The City of Evanston's Parking Division of the Administrative Services Department is seeking proposals from experienced armored car firms, to provide services for the purpose of collecting cash, coin, checks and the monthly purchase of change (dollar bills and coins).	\$60,000	12/17	TBD
Citywide Payment Solution	Admin Services	The City is seeking proposals for an Enterprise Payment Solution that includes Cashiering System and a web-based Electronic bill payment and presentment system	\$60,000	12/17	TBD



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: November 22, 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, November 14, 2024 - November 20, 2024

Backlog (business days received until reviewed): 6

Volume (number of cases pending initial staff review): 13

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	1404 Forest Avenue	R1	Building Permit	Interior renovation of existing coach house (ADU)	10/09/24	non-compliant, pending revision by the applicant
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 27-story multi-family dwelling building with 358 dwelling units and 20% Inclusionary Housing dwelling units	07/03/24	non-compliant, pending additional information from the applicant
2	1620 Darrow Avenue	R3	Building Permit	Addition	10/02/24	pending additional information and revision from the applicant
2	1415 Grey Avenue	R2	Building Permit	Remove/replace stairs and hardscape	10/09/24	pending additional information from the applicant
2	1721 Lake Street	R3	Building Permit	Remove and replace porch and stairs, front and side walks	10/29/24	pending additional information from the applicant
2	1890 Maple Avenue	RP	Zoning Analysis	Zoning Verification Letter	11/14/24	pending staff review
2	1579 Dewey Avenue	R3	Building Permit	Exterior and interior renovation	11/15/24	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	revisions submitted by applicant, pending staff review
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	1314 Judson Avenue	R1	Building Permit	Addition, deck, and interior remodel	09/16/24	pending additional information from the applicant
3	614 Judson Avenue	R1	Zoning Analysis	1st story addition, dormer at 2nd story, insulating existing 3-season room	09/26/24	pending revisions from the applicant
3	1115 Hinman Avenue	R1	Building Permit	Walk between residence and garage	10/30/24	pending additional information from the applicant
3	740 Forest Avenue	R1	Building Permit	Build out ADU above new garage	11/11/24	revisions submitted by applicant, pending staff review
3	149 Burnham Place	R1	Building Permit	Reconfigure deck	11/19/24	pending staff review
4	1118 Elmwood Avenue	R3	Building Permit	Motorized aluminum pergola	07/30/24	non-compliant, pending revisions from the applicant

4	990 Grove Street	D1	Zoning Analysis	Convert office space to work/live units on the 1st floor and to dwellings on floors 2-5	09/13/24	pending additional information from the applicant
4	1012 Church Street	D3	Building Permit	New 2-story theatre (Northlight Theatre)	10/10/24	pending additional information from the applicant
4	1009 Wesley Avenue	R3	Building Permit	Carport	10/11/24	revisions submitted by applicant, pending staff review
4	1402 Greenleaf Street	B1	Building Permit	Gut interior remodel	11/13/24	pending staff review
4	1015 Asbury Avenue	R1	Zoning Analysis	1-story addition	11/14/24	pending staff review
4	1428 Wesley Avenue	R1	Building Permit	Retaining wall around front and side of residence	11/14/24	pending staff review
5	2125 Darrow Avenue	R4	Building Permit	Garage	12/04/23	non-compliant, pending revisions 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	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	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	2115 Wesley Avenue	R3	Building Permit	Replace front porch deck, steps, and rails	09/16/24	pending additional information from the applicant
5	1836 Lemar Avenue	R2	Building Permit	Deck	10/01/24	non-compliant, pending revisions from the applicant
5	830 Hamlin Street	R4a	Building Permit	Paver patio	10/09/24	pending additional information from the applicant
5	2206 Maple Avenue	R4a	Zoning Analysis	Redevelopment existing surface parking lot for a new 5-story building with 30 dwellings and 29 parking spaces	10/11/24	pending additional information from the applicant
5	1655 Foster Street	OS	Building Permit	Antennas and related equipment	11/12/24	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	2306 Central Park Avenue	R1	Building Permit	Front portico, deck, and replace exterior stairs	09/20/24	pending additional information from the applicant
6	2708 Harrison Street	R1	Building Permit	Paver patio	09/23/24	pending additional and revisions from the applicant
6	3121 Thayer Street	R1	Building Permit	Deck	09/27/24	pending additional information from the applicant
6	2638 Central Park Avenue	R1	Building Permit	Replace walks with pavers, interior remodel	10/02/24	pending additional information and revision from the applicant
6	3515 Hillside Road	R2	Building Permit	Pavers along driveway	10/07/24	pending additional information from the applicant

6	2429 Cowper Avenue	R1	Building Permit	Paver patio	10/28/24	non-compliant, pending revision from the applicant
6	3238 Harrison Street	R1	Building Permit	Portico	11/08/24	pending additional information from the applicant
6	2430 Ridgeway Avenue	R1	Building Permit	Addition	11/13/24	pending staff review
6	2122 Forestview Road	R1	Building Permit	Roof mounted solar panels	11/13/24	pending staff review
6	2325 Forestview Road	R1	Building Permit	Interior remodel and bay additions	11/15/24	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	2518 Jackson Avenue	R1	Building Permit	Garage with ADU	06/27/24	pending additional information 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	2356 Colfax Terrace	R1	Building Permit	Post-permit revisions to modify outdoor walls/roofs, fences, impervious, decks	09/11/24	pending additional information from the applicant
7	2222 Lincoln Street	R1	Building Permit	Roof mounted solar panels	09/26/24	pending additional information from the applicant
7	2737 Woodbine Avenue	R1	Building Permit	Garage	09/27/24	pending revisions from the applicant
7	2637 Stewart Avenue	R1	Building Permit	Deck and garage	10/03/24	pending additional information from the applicant
7	2626 Sheridan Road	R1	Building Permit	1.5 story addition and interior remodel	10/10/24	pending revisions from the applicant
7	2169 Campus Drive	U3	Building Permit	New building, Kellogg School of Management (NU)	10/21/24	pending additional information from the applicant
7	2748 Asbury Avenue	R1	Building Permit	Replace portion of existing deck, extend deck	10/30/24	pending additional information from the applicant
7	2773 Garrison Avenue	R1	Building Permit	Paver landing, stairs, and walk, and awning over door	11/01/24	revisions submitted by applicant, pending staff review
7	2736 Broadway Avenue	R1	Building Permit	Interior remodel and exterior remodel of porch/deck	11/01/24	pending additional information from the applicant
7	623 Milburn Street	R1	Building Permit	Concrete pad	11/01/24	pending additional information from the applicant
7	2000 Grant Street	R1	Building Permit	Replace front steps and portion of walk	11/04/24	pending additional information from the applicant
7	1999 Campus Drive	U3	Building Permit	Interior renovation (NU)	11/19/24	pending staff review
7	2145 Sheridan Road	U3	Building Permit	Interior renovation (NU - Technological Inst)	11/20/24	pending staff review
8	1020 Harvard Terrace	R2	Building Permit	Patio drainage planter box	10/01/24	non-compliant, pending revisions from the applicant
8	406 Callan Avenue	R5	Building Permit	Repave parking lot	10/01/24	pending additional information from the applicant
8	1901 Howard Street	C1	Building Permit	Interior tenant improvement	11/06/24	pending additional information from the applicant

8	1003 Dobson Street	R2	Zoning Analysis	Garage	11/15/24	additional information needed from the applicant
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	revisions submitted by applicant, pending staff review
9	611 Wesley Avenue	R3	Zoning Analysis	ADU	09/03/24	pending additional information from the applicant
9	1406 Cleveland Street	R3	Building Permit	Interior and exterior remodel at 2nd story	10/15/24	pending additional information from the applicant
9	735 South Boulevard	R3	Zoning Analysis	2nd story addition over detached garage to create an ADU	11/20/04	pending staff review

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

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1621-31 Chicago Avenue	D4	Planned Development	New 12-story mixed-use building with approximately 6,000 sf ground floor commercial space, 48 enclosed parking spaces, and 110 dwelling units including 8 affordable dwelling units	08/27/24	pending CC 11/25/24
4	910 Custer Avenue	MXE	Planned Development	New 5-story multi-family dwelling building with 230 dwelling units (23 affordable units) and 50 open surface parking spaces	08/28/24	pending CC 11/25/24



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: November, 22 2024

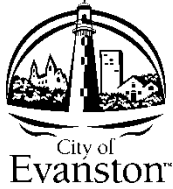
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

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, November 22, 2024

Ward	Property Address	Construction Type	Inspector Notes	Received
4	909 Davis	Interior Remodel	Work has begun on interior remodeling.	11/20/2024
4	1012 Church Street Northlight Theater	Assembly	No changes. Building plans have been submitted and are currently in review. Site and Northlight signage are in good condition. No construction fence at this time.	11/20/2024
*	*	*	*	*
*	*	*	*	*
7	1501 Central Street	Demolition	No changes. 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.	11/20/2024
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Memorandum

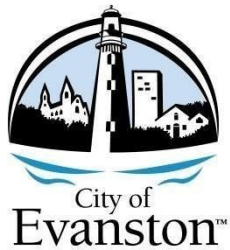
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: November 22, 2024

Ward	Property Address	Business Name	Date Received	Current Status
4	804 Davis St	Paris Baguette	10/30/2024	Pending Permit Issuance
4	1633 Orrington Ave	Mira Sushi Restaurant & Bar	9/11/2024	Building Permit Issued – Pending Inspections
2	1741 Maple Ave	Cozy Thai Cuisine (Relocating)	9/10/2024	Building Permit Issued – Pending Inspections
1	1735 Benson Ave	Bat 17 (Relocating)	9/6/2024	Pending Inspections
8	1717 Howard St	Showkey African Cuisine	8/26/2024	Pending Permit Application
8	565 Howard St	T & E Productions	8/22/2024	Pending Permit Issuance
1	1710 Sherman Ave	Guzman y Gomez	8/16/2024	Permit Issued – 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	Building Permit Issued-Pending Inspections
7	1995 Campus Dr	NU Center East Lawn Redevelopment	4/5/2024	Building Permit Issued-Pending Inspections
5	1623 Simpson St	Free Flow Kitchen	3/21/2024	Building Permit Issued-Pending Inspections
1	1618 Sherman Ave	Life Time (Smoothie Bar)	3/19/2024	Building Permit Issued-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	Pending License Issuance



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: November 22, 2024

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

Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of November 22, 2024

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
1	Hops & Grapes	816 ½ Church St. Evanston, IL 60201	E	Package Store	8 a.m. — Midnight	Application will be voted on at the December 13 th liquor review board meeting
2	Cozy	1741 Maple 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 will be voted on at the December 13 th liquor review board meeting
7	The Celtic Knot Public House	2022 Central St. 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 will be voted on at City Council on November 25 th
1	Life Time Fitness	1618 Sherman 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 will be voted on at the December 13 th liquor review board meeting



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING NOVEMBER 22, 2024

HAPPY THANKSGIVING!!

Editor's note:

From all of us and our families to you and yours, have a Happy and Safe Thanksgiving! The NWMC offices will be closed on November 28 and 29. The Director's Weekly Briefing will return on Friday, December 6.

Before You Stuff the Turkey...

Be sure to RSVP for the NWMC Holiday Celebration! On Wednesday, December 11, the Conference is pleased to host a free holiday celebration for members, legislators and guests. The NWMC Holiday Celebration will be held from 6:00 p.m. to 8:00 p.m. at the Chateau Ritz, 9100 N. Milwaukee Avenue in *Niles*. Please RSVP your attendance to Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org by Monday, December 2. *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

Liquid Calcium Chloride Contract Extended in time for Winter!

Yesterday's weather was a harsh reminder to make sure to order Liquid Calcium chloride from the Suburban Purchasing Cooperative (SPC)! The SPC is pleased to report that program vendor Sicalco Ltd. has agreed to a one-year contract extension (Contract #213) from December 4, 2024 through December 3, 2025 with no price increase as follows:

<u>Price/Gal</u>	<u>Delivery</u>	<u>Total Delivered Price</u>
\$0.52	\$0.19	\$0.71

Additional information may be found by visiting the [SPC LCC](#) web page, contacting staff or Sicalco's Frank Sibr, 630-371-2655 or fsibr@sicalco.net. *Staff contact: Ellen Dayan*

Pace Seeks ReVision Input

The Pace Suburban Bus [ReVision Project](#) "seeks to reimagine Pace's transit network, informed by shifts in travel patterns and rider feedback." As part of the project, Pace is seeking input from frequent riders, non-riders and elected officials through an [online survey](#) and series of [open houses](#). Pace is also requesting help to spread the word about ReVision via a [toolkit](#) that features shareable content, graphics, text and links to use in newsletters and on social media. *Staff contacts: Eric Czarnota, Brian Larson*

Time to Answer the CRP, STP-SF, and TAP-L Call for Projects

As a reminder, the Chicago Metropolitan Agency for Planning (CMAP) is now accepting applications for more than \$385 million in funding through the Climate Reduction Program (CRP), Surface Transportation Program-Shared Fund (STP-SF), and Transportation Alternatives Program (TAP-L) through their FFY 2026-2030 Call for Projects.

To assist communities with understanding options and identifying the best fund for their project, CMAP has developed fact sheets for each funding source, [CRP](#), [TAP-L](#), and [STP-SF](#). Applications for all the call for transportation projects are due by Friday, December 20. All application materials, resources, and FAQs can be found on the updated [CMAP Call for Projects website](#). *Staff contacts: Eric Czarnota, Brian Larson*

Last Call to Submit Ballots for the IFPIF Board of Trustees Election

From the Illinois Municipal League (IML):

Ballots have been mailed to mayors, village presidents and town presidents who are eligible to vote for members of

the Illinois Firefighters' Pension Investment Fund (IFPIF) Board of Trustees. IML has endorsed IML Vice President, Mayor Mike Troup, City of Quincy, and Mayor David Pileski, Village of Roselle, for election to the Board. To be eligible to vote, a municipality must have a participating firefighters' pension fund.

More information about the IML endorsed candidates is on our website ([available via this link](#)). It is important that all eligible mayors, village presidents and town presidents (those with an Article 4 downstate firefighter pension fund) return their completed ballots prior to December 2, 2024, and it is requested that municipal officials support Mayor Troup and Mayor Pileski as the endorsed municipal candidates by IML. If you are an eligible mayor, village president or town president and have not received a ballot in the mail, please contact IML at (217) 525-1220 so we can ask for a replacement ballot to be sent to you. *Staff contact: Mark Fowler*

RSVP Today for ICDHR's Martin Luther King, Jr. Remembrance Celebration

On Saturday, December 14, the Illinois Commission on Diversity and Human Relations (ICDHR) will hold its 55th annual Dr. Martin Luther King, Jr. Remembrance & Commemoration Dinner and Concert. This year's theme is "Communities Coming Together" which commemorates the importance Dr. King placed on building strong communities, which the ICDHR wholeheartedly supports, particularly in these times of heightened social divisiveness." This year's Keynote Speaker is Illinois House of Representatives Speaker Emanuel "Chris" Welch.

The celebration will begin with a reception at 6:00 p.m. followed by dinner at 7:00 p.m. at Cotillion Banquets in *Palatine*. Please visit <https://www.icdhr.org/annual-mlk-dinner> for additional information, including tickets and sponsorship information. *Staff contact: Mark Fowler*

Newsy Items of the Week

Daily Herald: [Group home conversions adding to options for assisted living in the suburbs](#)

Daily Herald: [Just follow the arrows: Tollway unveils I-294 SmartRoad system to give real-time traffic tips](#)

Sightline Institute: [Twice As Many Small Towns Have Eliminated Parking Mandates As Large Cities](#)

Meetings and Events

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

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

NWMC Holiday Celebration will be held on Wednesday, December 11 at 6:00 p.m. at the Chateau Ritz, 9100 Milwaukee Avenue in *Niles*.

NWMC Legislative Committee will meet on Wednesday, December 18 at 8:30 a.m. via videoconference.

NWMC Transportation Committee will meet on Thursday, December 19 at 8:30 a.m. at the NWMC office and via videoconference.

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