



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: March 3, 2017

STAFF REPORTS BY DEPARTMENT



Weekly Report for February 24, 2017 – March 2, 2017

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule

Community Development

Weekly Zoning Report
Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Applications Report

Public Works Agency

Yard Waste Service

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, March 6, 2017

Human Services Committee

www.cityofevanston.org/humanservices

Tuesday, March 7, 2017

Arts Council

www.cityofevanston.org/artscouncil

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

Wednesday, March 8, 2017

Design and Project Review Committee

www.cityofevanston.org/dapr

Lighthouse Landing Committee

<https://www.cityofevanston.org/lighthousecommittee>

Plan Commission

www.cityofevanston.org/plancommission

Thursday, March 9, 2017

Environment Board

www.cityofevanston.org/environmentboard

Mental Health Board

www.cityofevanston.org/mentalhealthboard

Friday, March 10, 2017

Utilities Commission

www.cityofevanston.org/utilitiesagendas



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of February 24, 2017 through March 2, 2017.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2498	2407
SERVICE REQUESTS	480	413
TOTAL CHATS	42	37
TOTAL TEXT	26	30

Top 5 Service Requests

Total

Most requested service requests (Source: PublicStuff - Open/Closed)

- | | |
|--|----|
| 1. Building Permit Inspection Request | 99 |
| 2. Broken Parking Meter | 63 |
| 3. Trash Special Pick up | 34 |
| 4. Trash Cart – Repair/Replacement | 16 |
| 5. Water Bill Reprint, Request and Address Change/NameChange | 12 |

Please see the following page for the Weekly Telephone Wrap up Data

Telephone Wrap-up Data At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services –Parking	285
Administrative Services -Finance	48
Administrative Services -HR	30
Administrative Services - Other	125
City Clerk’s Office	52
City Manager’s Office	24
ComDev / Economic Development	19
ComDev/ Bldg Inspections	213
ComDev / Housing Rehab	5
ComDev / Planning/Zoning	15
General Assistance	18
Fire Life Safety	23
PublicStuff Request	356
Health	108
Information	540
Law	16
Library	3
Mayor’s Office	3
Other/311	176
Other – Social Services	8
Parks – Maintenance	1
Parks – Programs/Picnics/Permits	3
Parks – Other	4
Parks/Recreation	24
Parks – Forestry	16
Parks- Recreation Programs	52
Police	84
Public Works / Fleet	1
Public Works / Street Sanitation	86
Public Works / Engineering	25
Tax Assessment Office	18
Utilities – Power	2
Utilities – Sewer	7
Utilities – Water	108
TOTAL	2498



Memorandum

To: Wally Bobkiewicz, City Manager

From: Martin Lyons, Assistant City Manager/ Chief Financial Officer
 Ashley King, Finance and Budget Manager
 Tammi Nunez, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of February 27, 2017

Date: March 3, 2017

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

Bids/RFPs/RFQs advertised during the Week of February 27, 2017

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Bid 17-23 Church Street Harbor Dredging Project	PRCS	Work on this project includes the removal of sand at the Church Power Boat Ramp (The Ramp). The Ramp is located along Evanston's lakefront just east of Church Street and serves approved season permit holders of trailer launched power boats up to 22 feet in length, sailboats between 15 and 22 feet in length and personal watercraft (jet skis).	\$34,000	3/21	4/10

<p>Bid 17-25 2017 Dutch Elm Disease Prevention Program</p>	<p>Public Works Agency</p>	<p>Work on this project includes providing a preventative treatment for Dutch Elm Disease (DED) in approximately 2,020 parkway and other publicly owned elm trees through the root flare injection of Arbotect 20-S at the three-year rate.</p>	<p>\$750,000</p>	<p>3/21</p>	<p>4/10</p>
<p>RFP 17-13 Levy Senior Center Solar Panels Installation</p>	<p>Public Works Agency</p>	<p>The City of Evanston's Public Works Agency is seeking proposals from experienced firms to install City provided solar panels, including design of their support system, power distribution, power transformation to the local utility provider, monitoring equipment and all associated hardware/software.</p>	<p>\$100,000</p>	<p>4/4</p>	<p>4/24</p>

Evanston City Council Agenda Schedule - 2016

(PLEASE NOTE: Dates for agenda items are tentative and subject to change.)

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Oct 9, Oct 16, Oct 23, Nov 13, Nov 20, Nov 27, Dec 11

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD	3/13/2017	Transit Planning 4 All Survey	P	CC	Muenzer	
CMO	3/13/2017	CAFR GFOA Award presentation	P	APW	Lyons	
CMO	3/13/2017	NU Property - 1840 Oak	D	APW	Bobkiewicz	Cont'd from 2/13
CMO	3/13/2017	4th Quarter Financial Report	B	APW	Lyons	Accept and Place on File, w/presentation
Fire	3/13/2017	SCBA Purchase	B	APW	Scott	
PRCS	3/13/2017	Martial Arts Instruction Agmt	B	APW	Hemingway	
Library / Admin Svcs	3/13/2017	Phase 2 of Construction at Library Underground Parking Garage	B	APW	Danczak Lyons/ Storlie	
Admin Svcs	3/13/2017	Equipment/Parts and Service from Golf Mill	B	APW	Storlie	
Admin Svcs	3/13/2017	Tire Repair and Recap Services	B	APW	Storlie	
PWA	3/13/2017	Fountain Square - Award Const.	B	APW	Stoneback	
PWA	3/13/2017	Fountain Square Construction Engineering	B	APW	Stoneback	
PWA	3/13/2017	Green Bay Rd Landscape Maintenance	B	APW	Stoneback	
PWA	3/13/2017	50/50 Sidewalk	B	APW	Stoneback	
PWA	3/13/2017	Asphalt Patching Contract Extension	B	APW	Stoneback	
PWA	3/13/2017	Concrete Purchase	B	APW	Stoneback	
PWA	3/13/2017	2017 CIPP Contract A	B	APW	Stoneback	
PWA	3/13/2017	Howard Street Theater Arch Svcs	B	APW	Stoneback	
PWA	3/13/2017	Howard Street Corridor Engineering	B	APW	Stoneback	
PWA	3/13/2017	MFT Resolution	R	APW	Stoneback	
Legal	3/13/2017	Liquor License D Increase - Red Hot Chilli Pepper	O	APW	Farrar	Action
Legal	3/13/2017	Liquor License W Increase - Little Beans Café	O	APW	Farrar	Action
PRCS	3/13/2017	Honorary Street Name Sign - Rev Zollie Webb	R	HS	Hemingway	
CD	3/13/2017	Agmt with EASA as Volunteer Org for Animal Shelter	R	HS	Muenzer	
CD	3/13/2017	Grant Agmt with EASA to Fund Animal Shelter Operations	R	HS	Muenzer	
CMO	3/13/2017	Grosse Pointe Plaza Storefront Modernization	B	ED	Lyons	
CMO	3/13/2017	Lake City Cleaners Storefront Modernization	B	ED	Lyons	
CMO	3/13/2017	Red Hot Chilli Pepper Storefront Modernization	B	ED	Lyons	
CMO	3/13/2017	Financial Assistance for Kabul House	B	ED	Lyons	
CMO	3/13/2017	Good to Go Jamaican Storefront Modernization	B	ED	Lyons	
CMO	3/13/2017	CDBG Loan for Good to Go Jamaican	B	ED	Lyons	

3/3/2017 8:24 AM

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CMO	3/27/2017	Post Office Naming	P	CC	Bobkiewicz	
Mayor	3/27/2017	Youth and Young Adult Division	P	CC	Francellno	
Health	3/27/2017	National Public Health Week	PR	CC	Thomas-Smith	
PRCS	3/27/2017	Playwell Tek Contract/Lego Camp	B	APW	Hemingway	
PWA	3/27/2017	Chandler Elec/HVAC Engr Svcs	B	APW	Stoneback	
PWA	3/27/2017	Fleetwood-Jourdain HVAC/Elec	B	APW	Stoneback	
CMO	3/27/2017	Howard St Theater Lease - Theo Ubique	R	APW	Lyons	
Legal	3/27/2017	Admin Adjudication Code Amendments	O	APW	Farrar	
Legal	3/27/2017	Local Liquor Commissioner Amendments	O	APW	Farrar	
CMO	3/27/2017	Disconnection of Evanston Properties from Skokie Park District	B	PD	Lyons	
CD	3/27/2017	North Downtown Plan	O	PD	Muenzer	
CD	3/27/2017	2006 Central St - Type 2 Restaurant Coffee Roasting	O	PD	Muenzer	
CD	3/27/2017	2658 Sheridan Rd - Major Variation - Circular Driveway	O	PD	Muenzer	
CD	3/27/2017	Draft 2016 Consolidated Annual Performance and Evaluation Report	B	HCDA	Muenzer	
CD	4/10/2017	National Fair Housing Month	PR	CC	Muenzer	
Library	4/10/2017	National Library Week (April 9-15)	PR	CC	Danczak Lyons	
Mayor	4/10/2017	Arbor Day 2017	A	CC	Francellno	
CMO	4/10/2017	Earth Day - April 22	A	CC	Bobkiewicz	
CD	4/10/2017	Approval of Divvy Station and D4EE Program Launch	B	APW	Muenzer	
PRCS	4/10/2017	2017 Special Events Calendar	B	APW	Hemingway	
Admin Svcs	4/10/2017	Global Fire Contract Renewal/ Extension	B	APW	Storlie	
PWA	4/10/2017	Streetlight Master Plan Engr Svcs	B	APW	Stoneback	
PRCS	4/10/2017	Dredging of the Church St Boat Ramp Harbor	B	APW	Hemingway	
PRCS	4/10/2017	PRCS Summer Clothing Purchase	B	APW	Hemingway	
PRCS	4/10/2017	Summer Food Program	B	APW	Hemingway	
CD	4/10/2017	Complete Streets Policy Revision	B	APW	Muenzer	
Legal	4/10/2017	Liquor License Decrease - Whole Foods	O	APW	Farrar	
	4/10/2017	Exec Session (minutes release)		CC		
CMO	4/24/2017	National Volunteer Week	PR	CC	Bobkiewicz	

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PRCS	4/24/2017	Summer Bus Transportation	B	APW	Hemingway	
Legal	4/24/2017	Exec Session Minutes Release	B	APW	Farrar	
PRCS	5/4/2017	Crown Center Concession Contract	B	APW	Hemingway	
	6/26/2017	Designation of Parks and Recreation Month	A	CC	Hemingway	
PRCS	6/26/2017	Handyman Contract Renewal	B	APW	Hemingway	
PRCS	7/24/2017	Moran Center Rehabilitation Agmt	R	APW	Hemingway	
PRCS	8/14/2017	YJC Career Pathways Agmt Renewal	B	APW	Hemingway	
PRCS	11/27/2017	Noyes Tenant Leases	R	APW	Hemingway	
Council & Committee Meetings						
3/6/2017	6:00 PM	Human Services Committee				
3/13/2017	6:00 PM	Administration & Public Works, Planning & Development, City Council				
3/15/2017	6:30 PM	M/W/EBE Development Committee				
3/16/2017	6:30 PM	Harley Clarke Planning Committee				
3/20/2017	7:00 PM	City Council				
3/21/2017	7:00 PM	Housing & Community Development Act Committee				
3/22/2017	6:00 PM	Transportation/Parking Committee				
3/22/2017	7:00 PM	Economic Development Committee				
3/27/2017	6:00 PM	Administration & Public Works, Planning & Development, City Council				
<u>DEFERRED</u>	Date	Item	Action	Committee	Staff	
CD		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
CMO		D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
CMO		Amendment to PEHP Resolution	R	APW	Lyons	
Admin Serv		Title 9 City Code Amendments	O	CC	Farrar	(Introduced 1.27.14)
Law		Pedicabs	O	APW	Farrar	Tabled 3.9.15 (revisit 2016)
Law		Credit Card Analysis	D	APW	Lyons	

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
Admin Serv		Panhandling/Soliciting; limit residential hours to 4 pm	O	APW	Farrar	Intro 7/27/15; Held at 8/17 mtg
Law		Animal Welfare Board	O	R	Bobkiewicz	(for 2017)



Memorandum

To: Honorable Mayor and Members of the City Council

From: Johanna Leonard, Economic Development Division Manager

Subject: Monthly Economic Development Report for February 2017

Date: March 1, 2017

Discussion

Enclosed is the monthly report of economic development activities for the month of February 2017. The report summarizes meetings, ongoing initiatives, new businesses, marketing activities, as well as activity reports on key economic development projects and sites.

If you have any questions or would like to discuss the report further, please contact me at 847-448-8014 or jleonard@cityofevanston.org.

Central Street			
No.	Project	Address	Status
1	Central Street Business Association	n/a	Produce monthly newsletter.
2	1801 Central	1801 Central	Recently sold to new owner, who is continuing to work with Bluestone. Staff met with owner to discuss next steps
3	Central Street Parking Survey	N/A	A preliminary version of the Central Street Parking survey has been created, and is currently going through revisions.
Howard Street			
No.	Project	Address	Status
1	Howard Street Business Association	N/A	Met January 31 for HSBA. Meeting in March for next HSBA meeting.
2	City Owned Property Howard Theatre Properties	717, 721-723 Howard Street	Architectural services contract will be presented to City Council on 3/13/2017. Lease negotiations with Theo Ubique are ongoing.
3	City Owned Property 727-729 Howard Street	727-729 Howard Street	Due diligence ongoing for interested party (Maureen Broom / Jazz concept).
4	City Owned Property - Police Outpost	633 Howard Street	Working to identify a user for 633. Patisserie Coralie submitted proposal for EDC meeting review on 1/25/17.
5	North Shore Cider	705 Howard	North Shore Cider is now open and will host grand opening on 03/18/2017.
6	Terra Cotta Next to Howard Station	309-23 Howard	Property will be converted into residential space, along with a façade improvement.
7	Good to Go Jamaican Relocation	711 Howard Street	Storefront Modernization Grant and CBDG funding request will be presented to City Council on 03/13/2017.
Downtown			
No.	Project	Address	Status
1	Downtown Performing Arts Center	N/A	Developer continues to pursue property acquisition.
2	Sherman Plaza Retail	1620 Sherman Avenue	Economic Development and Downtown Evanston staff are working with the property manager to identify tenants for former Office Depot, Pier 1 and 800 Degrees Pizza spaces.
3	City owned parking lot ("library parking lot")	1714-20 Chicago Avenue	Developer has hired Paul Janicki and Holabird & Root to design office building. Plans to submit updated design and shorter height at March 7 1st Ward Meeting

Main Dempster Mile			
No.	Project	Address	Status
1	Main Dempster Mile		Board meets on the first Monday of every month with subcommittees meeting in between. Sidewalk sale complete. Annual Meeting in November. Wine Walk October.
2	FEW Spirits	609 South Boulevard	Interior remodeling for warehousing/wholesaling
3	600 Main Street	600 Main Street	Custom made wine distillery. Approved by DAPR 1/11/2017. ZBA next
4	Whole Foods South	1111 Chicago Ave	Whole Foods closing in mid-March. WFM has a lease at the property until January 2018. Staff will continue to work with ownership on reuse of the property.
5	Chicago + Main Retail Tenants	800 Chicago Avenue	Working with property ownership to identify appropriate tenants for property. Seeking prepared food user.
CEBA-Central Evanston Business Association			
No.	Project	Address	Status
1	Central Evanston Business Association (Church & Dodge Group)	N/A	Staff working with CEBA to schedule next meeting.
2	1911 Church	1911 Church	YOU HQ opened.
Noyes-Foster Street			
No.	Project	Address	Status
1	Noyes Merchant District	N/A	Staff is working with merchants to determine needs and interest in the area.
3	Former Noyes Street Café	824-28 Noyes St.	Residential redevelopment is planned, and staff will work with owner to identify tenants for the space.
WestEnd / Southwest			
No.	Project	Address	Status
1	WestEnd Business Association	N/A	Staff is working with group to create monthly newsletters and provide other support as needed.
2	Manufacturing Day Videos	N/A	Staff is working with 10 manufacturers to release 2-3 minute promotional videos starting in February. The videos will be released once a couple of weeks and lead up to Manufacturing Day in October.

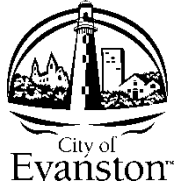
Loan Status	Borrower		Date Loan Funded	Original Loan Amount	Monthly Payment	Total Amount Paid			Balance in Arrears	Remaining Balance to be Paid [1]	Date Loan Terminates
	Name	Address				Principal	Interest	Total			
OPEN	Ward Eight	629 Howard St.	3.15.12	\$ 130,000.00	\$ 1,316.19	\$ 46,958.64	\$ 17,584.67	\$ 64,543.31	\$ -	\$ 83,041.36	12.1.22
OPEN	Evanston North Shore Contractor's Cooperative	1817 Church	8.14.12	\$ 200,000.00	\$ 1,028.26	\$ 9,600.87	\$ 14,049.11	\$ 23,649.98		\$ 190,399.13	1.5.20
OPEN	Peckish Pig (Building)	623 Howard St.	3.18.13	\$ 675,000.00	\$ 7,500.00	\$ 173,000.00	\$ -	\$ 173,000.00	\$ -	\$ 502,000.00	NA
OPEN	Little Beans	430 Asbury Ave.	2.1.14	\$ 75,000.00	\$ 832.65	\$ 8,099.18	\$ 6,055.87	\$ 14,155.05		\$ 66,900.82	1.31.25

Last Update 2/20/2017

Project Name	Status	Meeting Dates		Funding	Summary of Project	Latest Update	Completion Date	Staff
		ED Committee	City Council					
Sunshine Enterprises Funding	Active - Pending City Council Approval	4/25/2016	5/9/2016	\$ 50,000.00	Funding for entrepreneurship program	EDC approved 4/25; Pending City Council approval 5/9	3Q2016	PZ
Great Merchant Grant - West Village	Active - City Council Approval	3/23/2016		\$ 7,200.00	Marketing support and planters		4Q2016	CP
Boltwood	Active - City Council Approval	1/27/2016	2/8/2016		Storefront modernization grant - signage	EDC approved 1/27; Council approval 2/8 project complete, invoices submitted	2Q2016	CP
2200 Green Bay Rd	Active - City Council Approval	12/2/2015	12/14/2015	\$ 10,000.00	Storefront modernization grant for complete rehab of street-facing façade	EDC approved 12/2; Council Approved 12/14	2Q2016	cp
Dance Center Evanston	Active - City Council Approval	12/2/2015	12/14/2015	\$50,000	Storefront modernization grant for buildout of convertible classroom/performance space	EDC approved 12/2; Council Approved 12/14 theater buildout nearing completion; awaiting invoices for reimbursement	2Q2016	CP
1800 Church St.	Active - City Council Approval	12/2/2015	12/14/2015	\$50,000	Storefront Modernization grant for rehabbing 4-unit commercial space	EDC approved 12/2; Council Approved 12/14	2Q2016	CP
Memorandum of Understanding with Strawdog Theatre	Active- Pending City Council Approval	10/28/2015	11/9/2015	\$ -	Memorandum of Understanding that will guide continued discussion of bringing performin arts/Strawdog Theatre to Evanston's Howard Street	EDC approved 10/28/2015;	2Q2016	
Storefront Modernization for Dave's Rock Shop	Active- City Council Approval	10/28/2015	11/9/2015	\$ 4,500.00	New Signage at Dave's Rock Shop at 711 Main Street	EDC Approved 10/28/15; Project Complete, invoices submitted, check issued.	1Q2016	CP
2222 Oakton Street	Active- City Council Approval	7/7/2015	7/13/2015	\$ -	Lease was approved by City Council on 12/12/22016	EDC Approved 7/7/2015, City Council Approved 7/13	3Q2016	JL
Accuity	Active- City Council Approval	5/27/2015	6/8/2015	\$210,000	Five year parking agreement, 70 spaces Maple Ave G	EDC approved 5/27, City Council 6.8	3Q 2016	PZ
Curt's Café (2922 Central St.)	Active - City Council Approval	4/22/2015	5/26/2015	\$42,000	Individual stipends for students that successfully comp	City Council approved 5/26	1Q 2016	PZ
Central Street Streetscape Improvements	Active- City Council Approval	4/22/2015	5/11/2015	\$25,000	Use of Economic Development Funds to assist in stre	City Council approved. Improvements set t	3Q 2015	
ZS Associates Retention Assistance	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/9/2015	TBD	Funding for relocation and ongoing assistance in form of potential hotel/motel tax sharing agreement.	City Council approved 2/9/2015.	1Q2017	PZ
Merchant Grant - Central Street	Active- Ready for EDC		1/27/2016	\$ 9,000.00	Banner Maintenance, Website Work, Plantings, Benches	City Council Approved 3/9. Working with Public Works to provide benches and coordinate projects with Streetscape Improvements	1Q2016	CA
Merchant Grant - West End	Active- Ready for EDC		1/27/2016	\$ 9,000.00	Planters/Plantings, business plan projects	City Council Approved 3/9. Working on entryway signage as part of business plan item	1Q2016	CA
Merchant Grant - West Village	Pending- Awaiting Neccesary Doucments		TBD	\$ 9,000.00	Plantings, Website and Marketing	City Council Approved 3/9. Work continues on website and promotion of district events is underway	1Q2016	CA
Merchant Grant - Chicago/Dempster	Active- City Council Approval		3/9/2015	\$ 9,000.00	Planters/Plantings, Bike Racks, Small Business Saturday Promotion, Wine Walk, Open House Event	City Council Approved 3/9.	1Q2016	
Merchant Grant - Main Street	Active- City Council Approval		3/9/2015	\$ 9,000.00	Approved to use 2014 funds to complete welcome packet printing and bike rack installation. No new funding provided	City Council Approved 3/9.	1Q2016	
Merchant Grant - Central Evanston (CEBA)	Pending- Awaiting Neccesary Doucments		TBD	\$ 9,000.00	Branding/Logo, Banners, Plantings	City Council Approved 3/9. Worked with Public works to determine planter locations	1Q2016	CA
Merchant Grant - Hill Arts	Active - Ready for EDC		1/27/2016	\$ 9,000.00	Dr. Hill Sculpture and Memorial Garden Maintenance, Plantings, Website/Blog Development	City Council Approved 3/9. Reimbursed \$1500 for plantings.	1Q2016	CA
Merchant Grant - Howard Street	Active - Ready for EDC		1/27/2016	\$ 1,754.00	Plantings, Replacement of tree lights to LED lights	City Council Approved 3/9.	1Q2016	CA

Merchant Grant - Noyes Street	Pending- Awaiting Necessary Documents		TBD	\$ 9,000.00	Branding/Marketing, Banners, Plantings	City Council Approved 3/9. Working to get plantings in place by late July/ early August	1Q2016	CA
Lucky Platter Façade (514 Main Street)	Closed -- Project Complete	1/28/2015	2/9/2015	TBD	Improvement of façade at 514 Main Street	Work on the Façade is complete.	1Q2015	MJ
Evanston Plaza Funding	Active -- EDC Consideration; Pending City Council Approval	1/28/2015	2/23/2015	TBD	Funding for interior and exterior rehabilitation of grocery store space at Evanston Plaza	City Council consideration scheduled for 2/23/2015.	3Q2015	PZ
Chicago + Main (835 Chicago Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$ 2,900,000.00	Funding for TIF eligible expenses to reduce financial gap for office component of mixed-use building.	Groundbreaking in February 2015.	4Q2016	JN
Little Beans (430 Asbury Ave.)	Active -- City Council Approved	9/17/2014	9/22/2014	\$30,000 (façade); \$95,000 (loan)	Financial assistance for play café space in former Osco-Drug building. Assistance will fund fixtures and interior build-out of space. Also approved for façade improvement project.	Working to complete; opening early February	1Q2015	Jn
Campus Gear (1720 Sherman Ave.)	Active -- City Council Approved	7/9/2014	8/11/2014	\$ 10,000.00	Façade improvement project to install new signage and place new façade on new store space.	Extension requested into summer 2015. Looking to revise	1Q2015	MJ
Davis Transportation Loan	Closed -- Loan Funded	7/9/2014	8/11/2014	\$ 140,000.00	Loan for working capital and equipment for bus company.	Staff finalized agreements; First payment due in 2015.	4Q2014	PZ
Homestead Meats	Closed -- Project Complete	5/28/2014	8/9/2014	\$ 935.00	Façade Improvement	Funding awarded and project complete	2Q2014	JN
Fitness Avenues (1910 Main Street)	Closed -- Project Complete	7/9/2014	7/28/2014	\$ 1,980.00	Façade improvement	Project Complete; Ribbon-cutting held 8/6/14	3Q2014	MJ
La Principal - 700 Main Street	Active- City Council Approval	7/7/2015	7/13/2015	\$17,888	Façade improvement project to install signage, windows, lighting, paint, and awning	EDC Approved 7/7/2015, City Council Approved 7/13. Project completed, reimbursement issued.	4Q2015	CP
FEW Spirits (918 Chicago Ave.)	Closed -- Loan Funded	10/23/2013	6/23/2014	\$ 250,000.00	Loan for purchase of new equipment for additional bottling line for distillery and working capital.	Loan is funded	2Q2014	JN
Autobarn (222 Hartrey Avenue)	Active -- City Council Approved	8/7/2013	5/28/2014	\$ 2,500,000.00	TIF assistance for build-out at 222 Hartrey, 7B support to Cook County Assessor, and extension of Sales Tax Sharing Agreement.	Under construction; construction draws currently occurring	4Q2015	JN
Just Turkey Façade	Closed -- Project Complete	2/19/2014	3/10/2014	\$ 2,090.00	Façade improvement funds for signage at 2430 Main Street for new business.	Now Open 1Q2014	1Q2014	MJ
Curt's Café (2922 Central St.)	Active -- City Council Approved	9/25/2013	10/14/2013	\$ 21,000.00	Reimbursement for up to seven Evanston resident participants who are placed in jobs.	Curt's café continues training program	4Q2014	PZ
Next Chapter (1703 Orrington Ave)	Closed -- Project Complete	9/25/2013	10/14/2013	\$ 9,900.00	Support of Entrepreneurship education program at EPL.	Next Chapter is open and offering classes	1Q2014	PZ
Now We're Cookin' (1601 Payne St.)	Active -- Project in Process	8/7/2013	9/9/2013	\$ 60,933.00	Seeking funding support for entrepreneurial training for early stage food businesses.	Funding received; status reports provided regularly	3Q2015	PZ
Music Institute of Chicago (1702 Sherman Ave.)	Closed -- Project Complete	4/24/2013	5/13/2013	\$ 165,000.00	Sought funds to support build-out of black-box theatre and other extraordinary construction expenses..	Project Complete; Ribbon-cutting held 10/23/2014	3Q2013	JN
Peckish Pig (623 Howard St.)	Closed -- Project Complete	2/27/2013	3/18/2013	\$ 200,000.00	Build-out funds for City-owned property in support of creation of restaurant at 623 Howard Street.	Peckish opened 3/13/14	1Q2014	JN
Beacon Academy	Closed -- No City Assistance Necessary	8/28/2013	NA	\$ 250,000.00	Seeking build-out assistance for interior space of school.	Determined Project did not need City funding	NA	PZ
Margarita Inn (1566 Oak Ave.)	Closed -- No City Assistance Necessary	2/27/2013	NA	\$ 230,000.00	Support following major rehabilitation of the hotel to offset costs in the form of a hotel tax sharing agreement of new incremental.	Margarita Inn was able to secure bank loan without need of City tax sharing agreement.	NA	JN
Dempster/Chicago/Main Special Service Area	Active -- Project in Process	4/29/2014	NA	TBD	Chicago/Dempster and Main/Chicago merchants came to EDC seeking funding for larger special service area.	Public meetings are scheduled for 1Q2015	4Q2015	JN
Love Your Manufacturer Day	Active - Project in Process	1/30/2017		N/A	Initiative aims to create an event/series of events that showcases products made in Evanston, that teaches young people about careers in manufacturing, and shows appreciation for Evanston manufacturers.	Staff is working on recording videos with 10 individual manufacturers.		PM

Le Tour de Noir	Closed	2/13/2017	City Council	\$1,831.44	Initiative aims to provide support to the Black Business Consortium of Evanston/North Shore to plan and execute the second annual Tour de Noir and a business expo.	The bus tour hosted over 80 people. The expo attracted over 30 vendors.		PM
Latino Business Engagement Initiative	Active - Project in Process	11/18/2016		N/A	This initiative to identify Latinx Owned Businesses (LOBs) to learn more about the needs of this group and understand how to better engage them, while at the same time maximizing their business potential.	Held meeting on January 13, 2017. Group is exploring projects, logo, and mission statement. Staff will continue to support efforts		PM
Relocation of Police Outpost	Active -- Project in Process	4/29/2014	NA	TBD	Staff is actively working to identify opportunity for leasing of 633 Howard Street for retail/restaurant use.	Police Outpost is in process of relocation to 745 Howard Street.	2Q2015	JN



Memorandum

To: Honorable Mayor and Members of the City Council

From: Scott Mangum, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: March 1, 2017

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, the type of application submitted, a description of the project, date received, and current status.

Please contact me at (847) 448-8675 or smangum@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update

Cases Received and Pending, February 22, 2017 - February 28, 2017

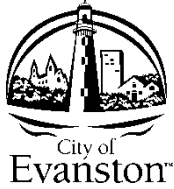
Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	831 Emerson Street	Zoning Analysis	Construct 242 DU mixed-use building with 175 parking spaces (revisions)	02/06/17	non-compliant, pending Planned Development
2	1881 Oak Avenue	Zoning Analysis	Reduce on-site required parking for residents and retail uses to allow 25% of spaces to be rented to others (E2)	02/03/17	non-compliant, pending Major Adjustment to PD
2	2113 Greenleaf Street	Zoning Analysis	Repartition existing office/storage building, add mezzanine area, add parking (former Collins Bros.)	02/27/17	pending additional information from applicant
3	1422 Hinman Avenue	Zoning Analysis	Demolish existing detached garage and carport, construct new detached garage with recreational room at a SFR	02/24/17	pending additional information
4	1113 Sherman Avenue	Building Permit	Construct detached garage out of shipping containers at multi-family dwelling	01/20/17	non-compliant, pending revisions
4	1027 Sherman Avenue	Building Permit	Interior remodel of office spaces, bathrooms, replace exterior stair, add exterior stair (Evanston Lumber)	02/16/17	pending additional information from applicant
4	1500 Chicago Avenue	Building Permit	Install 6 antennas and related wireless communication equipment on roof top at multi-family dwelling	02/21/17	pending additional information from applicant
4	1205 Elmwood Avenue	Building Permit	Remove 3 garage doors, replace with 2 garage doors	02/22/17	pending review
4	1316 Davis Street	Building Permit	Interior remodel to SFR	02/23/17	pending review
4	1029 Asbury Avenue	Building Permit	Construct 2-story addition at SFR	02/28/17	pending review
5	1748 Brown Avenue	Building Permit	New detached garage at SFR	11/29/16	non-compliant, pending revisions from applicant
5	2215 Wesley Avenue	Building Permit	Interior remodel and 2nd-story addition to SFR	01/03/17	non-compliant, pending revisions from applicant
5	1735 Hartrey Avenue	Building Permit	Repairs to SFR (property standards citation)	02/01/17	pending review
5	2027 Emerson Street	Building Permit	New detached garage at SFR	02/09/17	non-compliant, pending revisions
5	824-28 Noyes Street	Building Permit	New 44-unit multi-family dwelling	02/14/17	pending DAPR
5	2141 Ridge Avenue, 1A	Building Permit	Interior remodel to dwelling unit in multi-family dwelling	02/21/17	pending staff review
6	2520 Isabella Street	Building Permit	Replace stone walk with concrete walk	10/18/16	pending additional information from the applicant
6	3615 Hillside Road	Building Permit	Addition to SFR	10/19/16	non-compliant, pending revisions
6	2109 Forestview Road	Building Permit	Remove rear deck, replace with paver patio	11/14/16	pending additional information from applicant
6	2725 Hartzell Street	Building Permit	1-story addition to SFR	02/28/17	pending staff review
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	pending final DAPR
7	2705 Ashland Avenue	Building Permit	Construct site development and foundations up to underside of event level slab (NU - Welsh-Ryan Arena)	02/03/17	pending final DAPR

7	2404 Jackson Avenue	Building Permit	Interior renovation to SFR	02/16/17	pending staff review
8	711 Howard Street	Building Permit	Type-1 restaurant build-out (Jamaican Restaurant)	02/06/17	pending DAPR
9	1327 Kirk Street	Building Permit	Construct attached garage in place of a shed at SFR	05/31/16	non-compliant, pending revisions
9	1125 Madison Street	Building Permit	Construct paver patios at SFR	09/22/16	work done w/out a permit, minor variation partially approved/denied, follow-up due 04/30/17
9	1514 Main Street	Building Permit	Reconstruct addition to SFR	01/26/17	non-compliant, pending minor variation determination
9	1327 Washington Street	Building Permit	Construct new 20x20 detached garage at SFR	02/23/17	pending revisions from applicant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	115 Dempster Street	Major Variation	Rebuild and enlarge attached garage: rear and side yard setbacks	02/23/17	pending additional info from applicant
1	2014 Orrington Avenue	Special Use/ Major Variation	Expansion of use of a Religious Institution, front yard setback and third story addition	02/17/17	pending Preservation, DAPR & ZBA
4	1121 Sherman Avenue	Major Variation	Front and side yard setback for 2nd story addition	02/15/17	ZBA 03/21/17
5	2216 Wesley Avenue	Major Variation	Street side yard setback for 2nd story addition	02/15/17	DAPR 03/08/17 & ZBA 03/21/17
7	2658 Sheridan Road	Major Variation	Circular Driveway that is not on a Type 1 Street	01/26/17	ZBA 03/07/17 & P&D 03/27/17
7	2006 Central Street	Special Use	Type 2 Restaurant, Backlot Coffee, with accessory coffee roasting	01/25/17	ZBA 03/07/17 & P&D 03/27/17
7	630 Clinton Place	Major Variation	Rear yard setback for addition and chimney	02/06/17	ZBA 03/07/17
7	2212 Payne Street	Minor Variation	Side yard setbacks for addition to SFR	02/16/17	Determination after 03/08/17
9	1514 Main Street	Minor Variation	Side yard setback for addition to SFR	02/22/16	Determination after 03/10/17



Memorandum

To: Wally Bobkiewicz, City Manager

From: Mark Muenzer, Director of Community Development
Gary Gerdes, Building & Inspection Services Division Manager

Subject: Monthly Permit/Construction Valuation Report
Weekly Field Inspection Report

Date: March 3, 2017

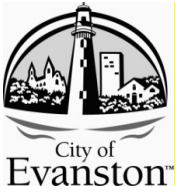
Attached are the monthly Building Permit Fee, Right-of-Way Permit Fee and Construction Valuation Report for February, 2017 and the weekly summary report of field inspections under special monitoring for the week of February 27-March 3. The weekly report is organized by ward and includes the property address, type of construction and inspector's observations.

Please contact me at 847 448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received, March 03, 2017

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Fences and sidewalks are in good condition. No construction activity at time of inspection.	2/27/2018
2	1613-27 Church Street (Church Street Village)	New 8 Unit Townhomes	Fences and sidewalks are in good condition. All construction conditions approved. Interior roughs continue to progress.	2/27/2017
4	1571 Maple Avenue	Mixed Use Building	Steel framework and pre-cast concrete decking are in progress. MEP roughs continue to move forward on floors 1 through 9. Public walkway and the covered pedestrian walkway are clear. Catch baskets are clear. Construction fencing and dust control screening is in place and plumb. Project site is orderly.	2/27/2017
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Interior finish work continues to move forward on all floors. The exterior of the job site is kept clean and in order. The storm drains are clear.	2/27/2017
7	1620 Central Avenue	New 47 Unit Apartment Building	Interior work continues on all floors. Balcony railings have been installed at the north elevation and siding installation is nearly complete around the balconies. There were no obstructions in the public right of way at the time of inspection. The construction fencing along the alley is in place.	3/1/2017
7	2255 Campus (Ryan/Walter Athletic Center)	Lakeside Athletic Facility	Foundation and grade beams at the south end are completed. Steel post and beam work continues on the north end. Concrete work continues at the sea wall. Street cleaning is done on a regular basis. Construction and soil erosion fencing are in place and plumb. Job site is kept in order.	2/27/2017
7	560 Lincoln (NU Residence Hall)	New Dormitory	The MEPs on the 7th floor have been approved. Exterior masonry work is nearly complete. Street sweeping and tire washing continue as needed. Fences, silt fences and windscreens are present. Neighboring storm structures are clean.	2/28/2017



DATE: March 3, 2017

TO: Wally Bobkiewicz, City Manager

FROM: Mark Muenzer, Director of Community Development
Gary Gerdes, Building and Inspection Services Manager

SUBJECT: Building Permit & Construction Value Financial Report for February, 2017

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of February 2017	\$ 792,085
Total Permit Fees Collected Fiscal Year 2017	\$ 994,234
Total Permit fees Collected for the Month of February 2016	\$ 345,030
Total Permit Fees Collected Fiscal Year 2016	\$ 558,564

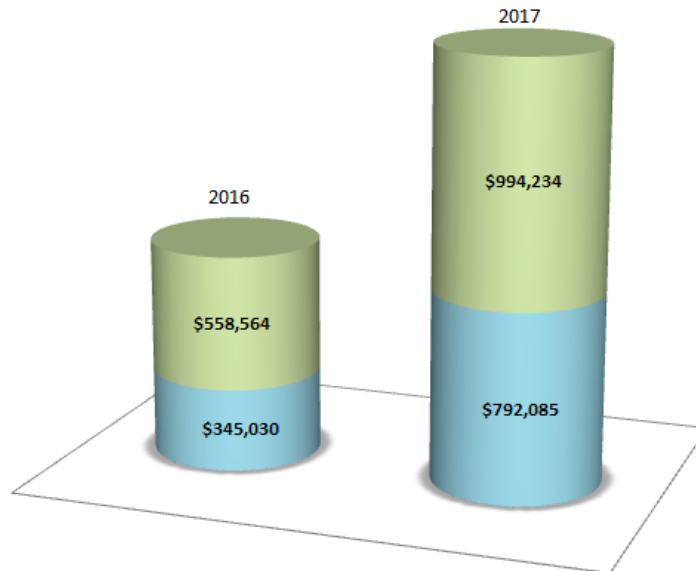
CONSTRUCTION VALUES

TOTAL CONSTRUCTION VALUE FOR FEBRUARY 2017	\$ 37,024,374
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2017	\$ 44,297,859
TOTAL CONSTRUCTION VALUE FOR FEBRUARY 2016	\$ 22,585,597
TOTAL CONSTRUCTION VALUE FISCAL YEAR 2016	\$ 34,537,571

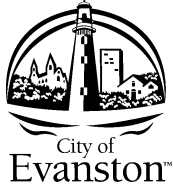
OTHER FEES

Total ROW Permit fees Collected for the Month of February 2017	\$ 17,715
Total ROW Permit Fees Collected Fiscal Year 2017	\$ 57,420

Building Permit Fees Collected



■ Fees Collected in February ■ Fees Collected YTD



Memorandum

To: Honorable Mayor and Members of the City Council

From: Ike Ogbo, Acting Assistant Director Health and Human Services
Department

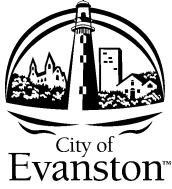
Subject: Food Establishment Application Weekly Report

Date: March 3, 2017

The table below is the weekly report of all applications for Food Establishments received during the week of February 27, 2017.

Please contact me at 847/448-8289 or iogbo@cityofevanston.org if you have any questions or need additional information.

Establishment Name	Address	Ward	Application Received on	Type	Proposed Opening Date
Meta Wine	600 Main	3	2/27/2017	Food Establishment	Not yet determined



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: March 3, 2017

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, date received and current status.

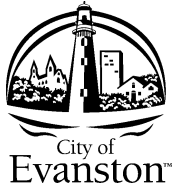
Please contact me at (847) 448-8160 or twhittington@cityofevanston.org if you have any questions or need additional information.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS ¹
1	Red Hot Chilli Pepper Restaurant	500 Davis Street, #102	D	Restaurant (Liquor)	Sun-Sat: 11 am – 1 am	12/23/16	Pending City Council Action
2	Hilton Garden Inn	1818 Maple Ave	C	Hotel/Restaurant (Liquor)	Mon-Sun: Noon-Midnight	1/26/17	Pending Liquor Board Meeting
4	The Barn (Class Change from D to I)	1016 Church Street (rear)	I	Restaurant/packaged goods	Tu-Th : 5 PM - 10 PM; Fri-Sat: 5 PM - 11 PM	3/2/17	Pending Liquor Board Meeting
9	Little Beans Café	430 Asbury	W	Indoor Recreation Facility (Beer/Wine)	Sun: 12 pm – 10 pm; Mon – Thu: 4 pm – 8 pm; Fri: 1 pm-10 pm; Sat: 11 am- 10 pm	1/18/17	Pending City Council Action

¹ Applicants are first noticed to the Liquor Licensing Review Board before proceeding to City Council



Memorandum

To: Honorable Mayor and Members of the City Council

From: Kumar Jensen, Environmental Project Coordinator
David Stoneback, Public Works Agency Director

Subject: Residential Yard Waste Service Explanation

Date: March 3, 2017

Staff has compiled the following information in response to questions raised about the current residential yard waste service, expenses, rates and revenues at the Monday, February 27th A&PW Committee.

Table 1. Annual Operating Expenses For Yard Waste Service	
Residential Units	13,452
Monthly per unit charge to the City from Groot	\$5.41
Groot Annual Charge to City	\$654,977.88
SWANCC Disposal Fee	\$90,000.00
Total Annual Yard Waste Operating Expenses	\$744,977.88

Table 2. Current Annual Operating Revenue vs Expenses		
Yard Waste Carts Serviced Annually	Annual Service Charge for one yard waste cart	Annual Cart Fee Revenue
6,237	\$25.00	\$155,925.00
Yard Waste Stickers Purchased Annually	Cost per yard waste sticker	Annual Sticker Revenue
45,500	\$1.75	\$79,625.00
Annual Total Revenue		\$235,550.00
Annual Expense (Table 1)		\$744,977.88
Annual Operating Loss		(\$509,427.88)

The base bid for yard waste, Bid Item 2 of the RFP, will be for the same service that is currently provided to residents: Yard waste service for both carts and stickers from April – the first week in December. Staff will seek three alternates for Bid Item 2:

- **Alternate 1** – 2.5 month yard waste sticker season. Under this alternate yard waste service for carts only is provided for 6.5 months of the year and yard waste sticker and cart service is offered for 2.5 months of the year (October – December) (see Table 3)
- **Alternate 2** – Food Scraps are allowed to be included in anyone who has a yard waste cart and pays the annually service fee (Voluntary)
- **Alternate 3** – All eligible residential households in Evanston receive a yard waste cart and food scraps are allowed to be included in those carts (Mandatory) (see Table 5)

Table 3. demonstrates the potential savings with Alternate 1 of Bid Item 2.

Table 3. Proposed Annual Operating Expenses vs Revenue (Yard waste stickers only allowed 2.5 months annually)			
Residential units	Monthly per unit charge to the City from Groot	Months of Service	Annual Charge to City
13,452	\$5.41	2.5	\$181,938.30
6,000	\$5.41	6.5	\$210,990.00
Proposed Annual Vendor Charge to City			\$392,928.30
SWANCC Disposal Fee			\$90,000.00
Bid Item 2 Operating Expenses			\$482,928.30
Annual Total Revenue (Table 2)			\$235,550.00
Annual Operating Loss			(\$247,378.30)

Table 3 indicates that the annual operating expense could be reduced from \$509,427.88 to \$247,378.30. This would equate to over \$250,000 reduction in the operating deficit for this service.

The Committee also requested staff to determine what increase in rates for yard waste cart service and yard waste stickers would be needed to offset the operating deficit.

Table 4. Annual Operating Revenue vs. Expense with Rate Changes			
	Current Rates	Double Current Rate	Break Even Rates
Cart	\$25.00	\$50.00	\$75.00
Sticker	\$1.75	\$3.50	\$6.00
Revenue	\$235,550.00	\$471,100.00	\$740,775.00
Operating Loss	\$(509,427.88)	\$(273,877.88)	\$(4,202.88)

Table 4 demonstrates that the by doubling the current rates, to \$50 annually for a yard waste cart and \$3.50 per yard waste sticker, would provide approximately the same reduction in operating deficit as the proposed reduction in yard waste bag service (Alternate 1). To eliminate the operating deficit for this service, the current rates would need to be roughly tripled to \$75 annually for a yard waste cart and \$6.00 for a yard waste sticker.

Alternate 2 of Bid Item 2, Food Scrap Ride Along (Mandatory), would require all residential units, 13,452, to have yard waste service which would lead to much higher revenue from the service. The service would also then be extended for the full 12 months a year which would increase the annual operating expense to \$873,303.84 and lead to a significant reduction in yard waste stickers purchased annually. These two changes would require increases in the yard waste cart annual service fee and yard waste sticker fee. Table 5 demonstrates the potential increased revenue.

Table 5. Alternate 3, Annual Operating Revenue vs. Expense with Rate Changes			
Alternate 3, requires all households to have a yard waste cart and allows food scrap to be included in those carts			
	Current Rates	Double Current Rate	Break Even Rates
Cart	\$25.00	\$50.00	\$62.50
Sticker	\$1.75	\$3.50	\$4.00
Residential Units	13,452	13,452	13,452
Revenue	\$346,301.75	\$707,600.00	\$880,750.00
Operating Loss	\$(527,002.09)	\$(165,703.84)	\$7,446.16



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING MARCH 3, 2017

Now What?

Efforts by the Senate this week to end the state budget impasse came to a halt on Wednesday as there were not enough votes identified to pass the pieces of legislation that comprise the “grand bargain.” Lawmakers will return to Springfield on Tuesday to continue discussions, but before they do, please see today’s [NWMC Legislative Update](#) for the latest on the action under the dome, including discussions on a permanent property tax freeze and the NWMC’s continued opposition to the firefighter “Act of Duty” legislation (Senate Bill 630). *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

NWMC Board to Approve Legislative Positions, IMET Board Appointment

We look forward to seeing you all at the next NWMC Board meeting, scheduled for Wednesday, March 8, 7:00 p.m. at Oakton Community College, Room 1608 (note room change) in *Des Plaines*. Highlighting the agenda will be recommendations from the Legislative Committee on 278 pieces of legislation affecting local governments that are pending before the General Assembly. The Board will also consider a recommendation to reappoint *Buffalo Grove Director of Finance and General Services Scott Anderson* to the board of the Illinois Metropolitan Investment Fund (IMET). Finally, the membership will consider a recommendation to exercise a contract extension with America’s Auto Auction to operate the NWMC Surplus Vehicle and Equipment Auctions. See you next Wednesday! *Staff contacts: Mark Fowler, Larry Bury*

Springfield, Here We Come – RSVP Today!!

Today is the deadline to register for NWMC Legislative Days in Springfield, scheduled for Tuesday, March 14 through Thursday, March 16. Please complete and return the registration form to Marina Durso, mdurso@nwmc-cog.org. Also, if you haven’t done so already, please secure hotel reservations for these dates, as it promises to be a busy spring in the state capitol! *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

One Week Left to Nominate NWMC Officers

Just a friendly reminder that Friday, March 10 is the deadline to submit the FY2017-2018 NWMC Officer Nomination Form. Members are encouraged to submit the names of those active members to fulfill the roles of NWMC President, Vice-president, Secretary and Treasurer (current *NWMC Treasurer* and *Highland Park City Manager Ghida Neukirch* is completing the first year of the term of former Treasurer Todd Hileman). The cover letter to the form contains more information regarding eligibility and the selection process. Please return the nomination form by Friday, March 10 to NWMC Executive Director Mark Fowler, mfowler@nwmc-cog.org.

The NWMC Nominating Committee will present its recommended slate at the April 12 NWMC membership meeting. According to the NWMC By-Laws, other nominations may be made at the April membership meeting or by mail if received prior to that date. Election shall be by a majority of those present and voting at the May 10 membership meeting. Officers will be sworn in at the NWMC Annual Gala on June 21. *Staff contacts: Mark Fowler, Larry Bury*

MMC Forms ADA Coordinators Group

In conjunction with the 25th anniversary of the Americans with Disabilities Act (ADA), the Metropolitan Mayors Caucus (MMC) ADA 25 Task Force has established a regional Coordinators Group. Chaired by *Arlington Heights Disability Services Coordinator David Robb*, the group will meet quarterly “to improve the accessibility, inclusion and quality of life for people with disabilities.”

The group has created a survey, <https://www.surveymonkey.com/r/KZGZ7JW>, to establish a guide for how the ADA Coordinators Group will organize and meet. MMC staff requests that interested parties complete the survey by Tuesday, March 7. For more information on the ADA Coordinators Group, please contact MMC Project Assistant Brian Tomkins, 312-201-4508 or btomkins@mayorscaucus.org. *Staff contact: Mark Fowler*

Assistance Available to Local Governments for Energy Efficiency Retrofits

From the desk of Cook County Energy & Sustainability Manager Kathryn Doyle:

There is technical assistance to help public facilities assess their buildings for energy efficiency and access energy efficiency rebates. The Illinois Department of Commerce & Economic Opportunity’s [Illinois Energy Now](#) program is fully funded through May 2017; after that, ComEd and northern Illinois natural gas companies will be implementing similar programs.

Cook County took advantage of these rebates while completing retrofits in three fourths of its buildings to date. These retrofits saved the County over \$5 million since 2010 while reducing greenhouse gas emissions by 22 percent. Northern Illinois communities can realize the same benefits of reducing operating costs, saving taxpayer money and protecting the environment. Help in accessing free energy assessments, products and rebate application assistance is available by contacting Cook County’s Energy & Sustainability Manager K.C. Doyle at (312) 603-8219 or kathryn.doyle@cookcountyil.gov. *Staff contact: Mark Fowler*

Meetings and Events

NWMC Finance Committee will meet Wednesday, March 8 at 12:00 noon at the NWMC offices.

NWMC Board of Directors will meet Wednesday, March 8 at 7:00 p.m. at Oakton Community College, room 1608 in *Des Plaines*. **Please note room change.**

NWMC Bicycle and Pedestrian Committee will meet Tuesday, March 21 at 10:30 a.m. at the NWMC offices.

NWMC Legislative Committee will meet Wednesday, March 22 at 8:30 a.m. at the NWMC offices.

NWMC Transportation Committee will meet Thursday, March 23 at 8:30 a.m. at the NWMC offices.