AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM

2. APPROVAL OF MEETING MINUTES OF September 17, 2014

3. ITEMS FOR CONSIDERATION
   A. Funding Request for Façade Improvement Grant for Bangers & Lace, 810 Grove
   B. Annual Funding Request for Downtown Evanston
   C. Modification of Loan Terms for Chicago’s Home of Chicken & Waffles
   D. Schedule for 2015 Economic Development Committee Meeting Dates
   E. Issuance of Request for Proposals (RFP) for 2222 Oakton Street

4. ITEMS FOR DISCUSSION
   A. Economic Development Work Plan Update

5. COMMUNICATIONS
   A. Monthly Economic Development Communication
   B. Update on Evanston Plaza
   C. Real Estate Transfer Tax Report
   D. Announcements/Updates from EDC Members

6. ADJOURNMENT

Order of Agenda Items is subject to change. Information about the Economic Development Committee is available at http://www.cityofevanston.org/economicdev_special-council-committees/economic-development-committee/index.php. Questions can be directed to Johanna Nyden at 847.448.8014. The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact the City Manager’s Office 48 hours in advance of the scheduled meeting so that accommodations can be made at 847-448-8683 (Voice) or 847-448-8064 (TTY).
ECONOMIC DEVELOPMENT COMMITTEE  
Wednesday, September 17, 2014 – 7:30pm  
Lorraine Morton Civic Center, 2100 Ridge Avenue, Room 2200


Staff Present:  Wally Bobkiewicz, Johanna Nyden, Paul Zalmezak, Jessica Wingader

Members Absent:  Scott Peters

Others Present:  John O’Donnell, Jeff Clark, Rob Spenglar

Presiding Member:  Alderman Holmes

AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM
   With a quorum present, Alderman Holmes called the meeting to order at 7:32 pm.

2. APPROVAL OF MEETING MINUTES OF July 9, 2014
   Alderman Rainey moved approval. Alderman Grover seconded. A voice vote was taken and the meeting minutes of July 9, 2014 were unanimously approved.

3. ITEMS FOR CONSIDERATION
   A. Financial Assistance for O'Donnell Investment Company, 835 Chicago Avenue
   Johanna Nyden introduced the request for $2.9 million in TIF funds for the proposed building at 845 Chicago Avenue. She provided a history of the property and introduced the Developer, Mr. O'Donnell. She stated that staff and the Developer have worked closely to include office space in the building. Ms. Nyden pointed out that when the original building was demolished, there was a loss of office space and foot traffic and retailers in the area reported that the loss of traffic affected business. Local retailers support offices in that space. Ms. Nyden highlighted the reasons for the funding request and asked for questions from the Committee.

   Alderman Rainey stated that she agrees that foot traffic is needed, but pointed out all the residential units and surrounding businesses that provide it. She questioned why the City would support the loan if the market won’t. She additionally pointed out the vacancy rate in Evanston. She questioned why the office space component was included.
Ms. Nyden responded that merchants want new customers and that the use of office and a captive group of people during the work day will draw more people to businesses. Businesses are looking for smaller spaces that have short term leases, so there is a demand for the space. Additionally, the Developer surveyed businesses and also identified a need.

Alderman Wynne talked about the previous tenants. The previous building included office space and when that building was demolished, the surrounding retailers lost a significant amount of business.

Alderman Rainey stated that she agreed with the stated points, but she still questions the use of space – the whole building wouldn’t be office space. The City would be spending $2.9 million dollars for 13,000 square feet of office space.

John O’Donnell introduced himself and reviewed the history of the project, the designs and the impact it will have on the community. He introduced his partner, Jeff Clark, and described other, very successful, mixed use projects that his team built in Chicago and Evanston. The Developer has been working on the project for the past 7 years and stated that the site is exceptional given the community and the public transportation. Mr. O'Donnell expanded on the history and negotiations around the project and office space component and how plans have been modified over the years. He described the many benefits to the community and potential businesses that would use the space. Mr. O’Donnell did state that the number of employees that would use the office spaces is unknown, but again stated all of the amenities the building would offer. Finally, Mr. O'Donnell described the challenges of the project, specifically high vacancy rates and flat rents, the office rents won’t cover replacement costs. Mr. O’Donnell stated that he surveyed businesses and there is interested in renting out the space, but no preleases have been signed.

Alderman Rainey asked if the businesses had been surveyed recently.

Mr. O’Donnell stated that the surveys took place in 2011/2012. He then showed pictures of the proposed building and described features of the option with below grade parking.

The Committee discussed the design and the residential units. Mr. O’Donnell described the rental units, the target population, and public benefits. He also highlighted the number of construction jobs the project would bring, the aesthetic value, the increase in affordable housing and the tax money generated over the next 23 years. Eliminating the office units would decrease the tax revenue. He closed by explaining the Developer’s reasons for requesting the funds.

The Committee and the Developer discussed the impact of the TIF funding on the project, specifically the second floor of the building.

Alderman Burrus stated her concerns over the office space given that 9% of the office space in the City is currently vacant.
Mr. O’Donnell replied by stating that this building will be a better space. He compared this building to the other subsidized buildings in Evanston and talked about how the technology is enhanced.

Alderman Rainey questioned whether the office space would generate as much revenue and increased business as anticipated, but stated that the Developer was resolving her concerns with the idea of up to date technology as a draw for businesses.

Mr. O’Donnell also stated that the business is a draw for young professionals because it is close to public transportation.

Mr. Bobkiewicz discussed his involvement with the project and reiterated that the property’s proximity to public transportation is a draw. He stated that the project was good for innovation in Evanston and that it is in line with the City’s goals – the project is a wonderful opportunity for the City. He encouraged the Committee to consider the need for innovation and urged them to invest. Mr. Bobkiewicz stated that this is the time to move forward with this project and cited the property at 1007 Church as an example. He further stated that the financial proposition makes sense and the Illinois Gigabit grant is another incentive. This project is about investing in Evanston in a way that celebrates the mix of people who live and work in Evanston. There is no guarantee that things will work out and previous gambles have been successful. Staff and the City Manager are pushing for this project. The TIF fund and the Gigabit Grant make this project worth it.

Alderman Wynne asked about the longevity of the building noting that this is a unique opportunity that would appeal to people who don’t want to own a car. She also stated that the high speed internet would be ideal for businesses and entrepreneurs. The project should include office space to replace the office space that was lost. She closed by stating her support for the project.

Alderman Rainey moved approval. Alderman Tendam seconded. A voice vote was taken and the motion passed 7 to 2.

B. Financial Assistance for Little Beans Café, 430 Asbury Avenue
Ms. Nyden provided a history of the project and the many challenges to developing the property including unmotivated property owners, a location secluded from other retailers, and the unknown, potentially high, tax rate. She defined the new potential business and some of the remedies staff identified to assist incoming business including the Class 7a assessment which would reset property taxes to alleviate the issue of tax increase. She also recommended two items for the Committee’s consideration, the Façade improvement loan in the amount of $30,000 and a two part loan for a total amount of $95,000. Ms. Nyden described the terms and conditions of the loan.

Rob Spengler, one of the owners of Little Beans Café, discussed the way his business would use the loan and his goals for the property.

Alderman Grover moved approval. Alderman Wynne seconded.
A voice vote was taken and the motion passed 9 to 0.

C. Financial Assistance for Now We’re Cookin’, 1601 Payne Street
Mr. Zalmezak introduced himself and the agreement with Now We’re Cookin’ and stated the businesses intent to seek the final instalment of a grant totaling $48,000. Mr. Zalmezak highlighted recent successes of the business and the business owner and closed by stating that 37% of the companies in the program are Evanston based.

Nell Funk introduced her new partner Natalie Shmulik and talked about the successes of the program that were possible as a result of the grant. Kitchen rentals are up 30%. Incubator clients are stable and doing well and she has been able to network throughout Chicago. The two women provided information and a presentation.

Ms. Shmulik described specific successes of several of the companies the business supports and the recent directions for growth the business is working on.

Ms. Funk talked about the company’s future growth including connections to angel investors, new partnerships and new ideas – including an Evanston gift basket for the holidays. She closed by asking for questions.

Alderman Holmes asked about Washburn.

Ms. Funk described that partnership and ways she can work with the students.

Alderman Holmes asked about a partnership with the Youth and Young Adult Division.

Ms. Funk replied that she talked to Sue from Curt’s but stated that her program has no formal training program.

Alderman Rainey asked to see a financial statement.

Ms. Funk agreed to provide.

Mr. Zalmezak stated that providing that information was not a part of the agreement.

Alderman Rainey stated her support, but asked again about revenue growth. Ms. Funk stated that revenue was down in the first year (2012), but that the business experienced 15% to 20% growth each year since. Traction with angel investors has helped.

Alderman Grover moved approval. Alderman Rainey seconded. A voice vote was taken and the motion passed 9 to 0.

4. ITEMS FOR DISCUSSION
A. Economic Development Plan Discussion 2015-2016
Ms. Nyden introduced the 2015 work plan and suggested that the Committee move to discuss further at the meeting scheduled for October 22, 2014 or on a different date.
It was determined that this matter would not require a separate meeting and would be part of normal business at the next meeting on October 22, 2014.

Alderman Grover seconded.

5. COMMUNICATIONS
   A. Quarterly Report – 2Q2014

   B. Monthly Economic Development Communication
   Alderman Grover asked about loans, specifically Chicken and Waffles.

   Mr. Bobkiewicz stated that staff was trying to negotiate, but that the issue might need to come back to the Committee for direction.

   C. Real Estate Transfer Tax Report

   D. Upcoming Meeting Announcement – Joint Review Board, October 29, 2014
   Ms. Nyden announced the proposed meeting.

   E. City of Evanston Logo
   Mr. Bobkiewicz suggested that the project be put on hold. He stated that the 150 logos were being replaced throughout the City and on City vehicles. Mr. Bobkiewicz suggested that the project needs more discussion.

   F. Announcements/Updates from EDC Members
   None.

6. ADJOURNMENT
   Alderman Grover moved to adjourn. Mr. Rogers seconded.
   Meeting was adjourned at 9:28 pm

Next Meeting: October 22, 2014

Respectfully Submitted,

Jessica Wingader
Administrative Secretary
Memorandum

To: Chair and Members of the Economic Development Committee

From: Johanna Nyden, Economic Development Division Manager
       Meagan Jones, Economic Development Coordinator

Subject: Application for the Façade Improvement Program for Bangers & Lace (810 Grove Street)

Date: November 10, 2014

Recommendation
Staff supports a recommendation from the Economic Development Committee to City Council to provide financial assistance, through the Façade Improvement Program, to Bangers and Lace, a new restaurant and tavern, which will be opening at 810 Grove Street (PIN: 11-18-317-008-0000), in an amount not to exceed $10,500 for installation of new windows and a recessed entry.

Funding Source
Staff recommends utilizing funds from the Economic Development Fund’s Business District Improvement Fund (5300.65522). The approved Fiscal Year 2014 Budget allocated a total of $147,000 for this account to fund both the Façade Improvement and Great Merchant Grant programs. To date, $99,701.75 has been spent from this account with an additional $21,411 approved for expenditure.

Background
The Façade Improvement Program provides a financial incentive to property owners and their commercial tenants to reinvest in the exterior appearance of their property or business. Applicants are eligible to receive a forgivable loan of up to 50% of the total qualifying project cost. Applicants must obtain three written bids for each work component of a proposed project. One of the three bids must come from an Evanston-based contractor. The program helps improve the aesthetics of a commercial building while simultaneously improving the overall aesthetics of a business district. (For more detailed information, please refer to the Program Guidelines at http://www.evanstonedge.com/files/2012/08/Facade-Improvement-Program-Guidelines-and-Program-Agreement-FINAL-2013.pdf)
Summary
The façade improvement project proposed for Bangers and Lace is for its soon to open location at 810 Grove Street. The project includes the installation of operable windows at the patron level, divided light windows at the transom level, and a recessed entryway so as not to impede pedestrian traffic. This project is eligible under the guidelines of the program. In total, the work is estimated to cost $46,371. The storefront is a total of 40 linear feet which would make Bangers and Lace eligible for up to $10,500 for work associated with property on a 50/50 cost sharing basis.

Based on the bids obtained for this project, staff recommends that the Economic Development Committee recommend to City Council financial assistance for this project for the total amount not to exceed $10,500.

According to the Cook County Treasurer’s office, the property owner is in good standing with their property taxes.

Attachments
- Application
- Estimates
- Before photos of property
Facade Improvement Program Application

The purpose of this program is to improve the appearance of commercial buildings located throughout the City of Evanston. The program addresses the facade, the exterior portion of a building facing the public right-of-way, in order to remedy deteriorating property conditions and to generate business for Evanston’s commercial areas. For further details on this program, review the Program Guidelines and the Program Agreement.

INSTRUCTIONS: The following are required to be considered for participation in the Facade Improvement Program. All documents can be submitted via email to Meagan M. Jones at mmjones@cityofevanston.org OR delivered to the Economic Development Division Office at 2100 Ridge Avenue, Suite 3600.

- This completed application
- Three estimates for each proposed scope of work
- If tenant is the applicant, letter of support from property owner indicating he/she is supportive of the project and has reviewed the terms and conditions of the Program.

Property Information

Property Address: 810 Grove Street

Year Property Was Constructed: 1950  Is this Property a Historic Landmark?: No

To determine if your property is a historic landmark or in a historic district visit the City of Evanston’s Learn About My Place:
http://www.cityofevanston.org/AboutYou/?name=whoami&Cmd=whoami&User=1&house_number=&street_id=&Submit=Submit

Applicant Information

Applicant Name: Nick Podesta
Applicant Address: 810 Grove Street
Applicant Phone: 3124936655  Applicant Email: podestanicholas@gmail.com
Applicant is: Tenant

Business Name (if applicable): Bangers and Lace

Property Owner Information (If Applicant is not Property Owner)

Owner Name: Evan Oliff
Owner Address: 810 Grove Street
Owner Phone: 3129531802  Owner Email: evan@preferreddevelopment.com

Is the Property Currently for Sale?: No
## Business Information - Ground Floor Uses

**INSTRUCTIONS:** Provide information on businesses located on the ground floor of the property that will be included in Project.

### Business #1

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Bangers and Lace</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Business Owner (First, Last)</td>
<td>Nick Podesta</td>
</tr>
<tr>
<td>Length of Store Frontage (feet):</td>
<td>40 feet</td>
</tr>
<tr>
<td>Date of Lease Expiration:</td>
<td>2029</td>
</tr>
<tr>
<td>Number of Years Business at this Location</td>
<td>1</td>
</tr>
</tbody>
</table>

Please include a brief description of the business: Tavern and restaurant specializing in craft beers, whiskey and sausages

### Business #2

<table>
<thead>
<tr>
<th>Business Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Business Owner (First, Last)</td>
<td></td>
</tr>
<tr>
<td>Length of Store Frontage (feet):</td>
<td></td>
</tr>
<tr>
<td>Date of Lease Expiration:</td>
<td></td>
</tr>
<tr>
<td>Number of Years Business at this Location</td>
<td></td>
</tr>
</tbody>
</table>

Please include a brief description of the business: [Blank]

### Business #3

<table>
<thead>
<tr>
<th>Business Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Business Owner (First, Last)</td>
<td></td>
</tr>
<tr>
<td>Length of Store Frontage (feet):</td>
<td></td>
</tr>
<tr>
<td>Date of Lease Expiration:</td>
<td></td>
</tr>
<tr>
<td>Number of Years Business at this Location</td>
<td></td>
</tr>
</tbody>
</table>

Please include a brief description of the business: [Blank]

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*Note: If more than five (3) businesses are included in your facade improvement project, please submit a typed attachment to mmjones@cityofevanston.org*
Summary of Work at Property

What type of improvements are you planning to make? Check all that apply:

- [x] Doors
- □ Tuckpointing
- □ Other
- □ Windows
- □ Lighting
- □ Painting
- □ Signage

Describe if "Other" Checked

Provide a narrative of your proposed project. Include information on portions of the building that will be improved and what particular work activities will be completed.

We will be replacing the existing, fixed storefront system with an updated system, utilizing true divided light windows at the transom level and operable windows at patron level. The divided light system will wrap around the side of the facade, adding interest to the building along the alleyway as well as the pedestrian sidewalk. A new recessed entry corridor will accommodate the circulation of the patrons without impeding pedestrian foot traffic along the streetwall.

Provide a narrative of sustainability measures that will be employed in this project.

We will be utilizing 1" insulated glass to aid in the energy efficiency of the space, and the operable system will allow for the HVAC system use to be mitigated via natural ventilation on mild days. Additionally, by working with regionally located manufacturers, the environmental impact for delivering the storefront system is significantly reduced.

Provide a narrative of how your proposed project will improve accessibility at your building.

A new recessed entry corridor will accommodate the circulation of the patrons without impeding pedestrian foot traffic along the streetwall.
Photos of Property

INSTRUCTIONS: Please follow one of the options below for including current photos of the portions of the building you are proposing to improve.

OPTION 1: Upload images in the spaces provided below.
OPTION 2: Print color copies and submit them with your completed application.
OPTION 3: Submit photos as ONE (1) pdf attachment when you send your completed application via email.

Click to upload image #1 of property

Click to upload image #2 of property

Click to upload image #3 of property
Summary of Estimates of Work

**INSTRUCTIONS:** Provide a summary of all estimates of work obtained for your proposed work in the tables provided below. Categorize each type of work for your project under “Work A”, “Work B”, or “Work C”. For example, if your project included tuckpointing and painting -- all tuckpointing estimates would fall under “Work A” while all painting estimates would fall under “Work B”. See sample completed table below. Note: Evanston-based businesses should be utilized for work where possible. If an Evanston-based business will not be used for work, attach a written statement explaining why a business outside of Evanston must be utilized.

### WORK A: Type of Improvement: Tuckpointing street facing facades --- SAMPLE ONLY

<table>
<thead>
<tr>
<th>Estimates</th>
<th>Name of Contractor</th>
<th>Location of Contractor</th>
<th>Total Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>Better Tuckpointing</td>
<td>Small City, Illinois</td>
<td>$10,500.00</td>
</tr>
<tr>
<td>#2</td>
<td>Tuckpointing Today</td>
<td>Suburb, Illinois</td>
<td>$8,500.00</td>
</tr>
<tr>
<td>#3</td>
<td>Family Tuckpointing</td>
<td>Center City, Illinois</td>
<td>$15,000.00</td>
</tr>
</tbody>
</table>

Average Estimate for Work A: $11,333.33
Highest Estimate: $15,000.00
Lowest Estimate: $8,500.00

Note: Italics indicate portion to be completed by applicant.

### WORK A: Type of Improvement: Storefront

<table>
<thead>
<tr>
<th>Estimates</th>
<th>Name of Contractor</th>
<th>Location of Contractor</th>
<th>Total Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>R+R Glass and Window</td>
<td>Chicago, IL</td>
<td>$45090</td>
</tr>
<tr>
<td>#2</td>
<td>Chicago BiFold</td>
<td>Tinley Park, IL</td>
<td>$46075</td>
</tr>
<tr>
<td>#3</td>
<td>Ark Glass &amp; Aluminum</td>
<td>Elk Grove Village, IL</td>
<td>$47950</td>
</tr>
</tbody>
</table>

Average Estimate for Work A: $46,371
Highest Estimate: $47,950
Lowest Estimate: $45,090

### WORK B: Type of Improvement:

<table>
<thead>
<tr>
<th>Estimates</th>
<th>Name of Contractor</th>
<th>Location of Contractor</th>
<th>Total Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
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<td></td>
<td></td>
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<tr>
<td>#2</td>
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<tr>
<td>#3</td>
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</tbody>
</table>

Average Estimate for Work B: 
Highest Estimate: 
Lowest Estimate: 

### WORK C: Type of Improvement:

<table>
<thead>
<tr>
<th>Estimates</th>
<th>Name of Contractor</th>
<th>Location of Contractor</th>
<th>Total Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#2</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>#3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Average Estimate for Work C: 
Highest Estimate: 
Lowest Estimate: 

Summary of Estimates of Work

**INSTRUCTIONS:** Please provide copies of estimates for each type of improvement. Copies of estimates may be attached after this page OR at the end of the Application.

**NOTE:** You must provide three (3) estimates for EACH type of improvement for your application to be complete.
Letter of Support

INSTRUCTIONS: If you are a tenant applying for funding, please have the property owner complete and sign the following letter and submit this with your application.

Date:___________

City of Evanston
Department of Community and Economic Development
2100 Ridge Avenue
Evanston, IL 60201

Economic Development Staff:

I acknowledge that the tenant, ____________________________ (name of applicant), in my building located at ____________________________ (street address), is applying to participate in the “City of Evanston Façade Improvement Program.”

I have read the terms and conditions applying to this program and authorize this tenant to pursue participation in this program.

I further consent to the recordation against this property of a Declaration of Covenants affecting the property and agree to furnish the following documents if and when this project is approved by the Evanston City Council:

- Legal Description of Property
- Signed Declaration of Covenants Affecting Real Property
- Signed Certification of Ownership and Consent (included in the Program Agreement)

Signed,

__________________________ (Print name)

__________________________ (Signature)
Agreement of Understanding

"I certify that all of the information contained in this document, all statements, information, and exhibits that I am submitting for the property listed in this form under 'property information' is true and accurate and to the best of my knowledge. I certify that I have reviewed the Program Guidelines and Program Agreement form associated with the City of Evanston’s Facade Improvement Program."

Digital Signature of Applicant: 

Insert Date: 10/24/14

To submit your application, send the following to the Economic Development Division:
-This completed Application Form
-Copies of Color Photographs
-Copies of all bids for proposed work

Return to:

Economic Development Division
Attn: Meagan M. Jones
2100 Ridge Avenue
Evanston, IL 60201

or

mmjones@cityofevanston.org
Letter of Support

INSTRUCTIONS: If you are a tenant applying for funding, please have the property owner complete and sign the following letter and submit this with your application.

Date: 10/24/14

City of Evanston
Department of Community and Economic Development
2100 Ridge Avenue
Evanston, IL 60201

Economic Development Staff:

I acknowledge that the tenant, ___NICK PRODESTA (BANGERS+LACE)___ (name of applicant), in my building located at ___610 Court Street, Evanston___ (street address), is applying to participate in the "City of Evanston Façade Improvement Program."

I have read the terms and conditions applying to this program and authorize this tenant to pursue participation in this program.

I further consent to the recordation against this property of a Declaration of Covenants affecting the property and agree to furnish the following documents if and when this project is approved by the Evanston City Council:

- Legal Description of Property
- Signed Declaration of Covenants Affecting Real Property
- Signed Certification of Ownership and Consent (included in the Program Agreement)

Signed,

[Signature]

(Print name)
October 24, 2014

To Whom it May Concern:

I am writing with regards to the facade improvement application for the 810 Grove Street property. We reached out to a number of local storefront manufacturers, including one Evanston-based company, and the three bids listed on the application were the only three who could fabricate the system according to our design specifications and within our required lead time. Please let me know if you need any additional information,

Respectfully,

Alycia Dagenais
CBD Architects
312-492-9007
SCOPE:

R & R Glass and Windows Inc, hereby proposes to furnish the following: Store Front
R & R Glass and Windows Inc. hereby proposes to furnish the following: Installation of the below described scope of work per architectural drawings dated 10.02.2014 drawn by CBD Architects via e-mail.

Joint Sealants
Perimeter weather beads at our work
DOW Corning 795 Silicone Color Black

Aluminum Storefront Frame
Furnish and install Black paint aluminum storefront at front side of the building.
System at Exterior: Storefront
System Profile: 2” x 4-1/2”
System Glazing Position: Center Glazed
System Finish: Black paint Anodized
Grids: ¾” x 1 ¾” (not applied on the doors)
Aluminum Storefront for exterior opening only:
Two (2) Elevation "Type 1" (13’-3” x 12’-10”)
One (1) Elevation "Type 2" (6’-4” x 12’-10”)
One (1) Elevation "Type 3" (13’ 6” x 12’ 4”)

Aluminum Storefront for interior opening only:
One (1) Elevation "Type 4 " (14’-0” x 9’-11”)
One (1) Elevation " Type 5" ( 7’ 1” x 9’ 11”)
One (1) Elevation " Type 6" ( 6’ 4” x 9’ 11”)

Aluminum Storefront Door and Hardware Set
Furnish and Install:
- One (1) set of Narrow stile single doors at vestibule of build (3’ 0” x 7’ 0”)
Five (5) Double Doors No. A-001 (6’-0” x 7’-0”) To received Hardware set #1
All Double doors will have a smooth panel between the doors and the transoms on exterior elevations.

Hardware Set #1 Specs
-Standard hardware
- 1 1/2 Butt Hinges All Doors or 4 Butt Hinges depends the high we use.
-Push /pull handles (Entrance Door)
-Lock /privacy key and dead bolt. (Entrance Door)
- Flush Bolts For the rest of the doors

Glazing Specs
GL-1 = 1” Insulated clear tempered glass (Exterior Elevations)
GL-2 = 1/4” Clear temper and plate glass on interior elevations.

Sealed Insulated Glass Units:
Edge Spacers: Aluminum, bent and soldered corner
Edge Seal Color: Black in Color
All necessary sealants and fasteners needed to complete the installation are included.
Price is based upon all work being completed during normal business hours
Note: In this project interior areas and transoms will match Hubbard Inn on 110 W Hubbard St, Chicago, IL 6065. (Paint will not have the same finish just will be black)
G. C Note: Prior to installation of scope of work, surrounding condition must be plumb, level, true straight with no distortion.
Also if we use medium stile door 8’ 0” high price will increase $ 5,250.00 Not included in the proposal. Total will be $ 50,340.00
Take an consideration the some of the R.O. Opening need to be redone or modified.

<table>
<thead>
<tr>
<th>Contract Options/Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Type of Metal: 2” x 4-1/2”</td>
</tr>
<tr>
<td>3 Glass Color: Wire glasses</td>
</tr>
<tr>
<td>5 Glazing Type: Center</td>
</tr>
<tr>
<td>7 Outside Seal: Yes</td>
</tr>
<tr>
<td>9 Type of Framing: Center</td>
</tr>
<tr>
<td>11 Metal Manufactured By: R &amp; R Glass Windows</td>
</tr>
<tr>
<td>13 Opening Size: Existing</td>
</tr>
<tr>
<td>15 Field Labor: Yes</td>
</tr>
<tr>
<td>17 Type of Door: Narrow Stile</td>
</tr>
<tr>
<td>19 Door Material: Aluminum</td>
</tr>
<tr>
<td>21 Hardware Type: Standard</td>
</tr>
<tr>
<td>23 Tramson: Yes</td>
</tr>
<tr>
<td>25 Window Treatment Installation: By Others</td>
</tr>
<tr>
<td>27 Brake Metal Gauge: 0.32</td>
</tr>
<tr>
<td>29 East Elevation: Yes</td>
</tr>
<tr>
<td>31 North Elevation: Yes</td>
</tr>
<tr>
<td>33 Delivery Lead Time: 8-10 Weeks</td>
</tr>
<tr>
<td>35 Shop Drawings: By Others</td>
</tr>
<tr>
<td>37 Proper Disposal of Debris: By R &amp; R Glass</td>
</tr>
<tr>
<td>39 City Permit Required: By Others</td>
</tr>
<tr>
<td>2 Type of Application: Commercial</td>
</tr>
<tr>
<td>4 Glazing: 1” Insulated units</td>
</tr>
<tr>
<td>1/4” on the Interior Wall (6’ 9” x 10’ 4”)</td>
</tr>
<tr>
<td>6 Argon Filled Glass: None</td>
</tr>
<tr>
<td>8 Inside Seal: Yes</td>
</tr>
<tr>
<td>10 Frames Anchored To: Existing Wall</td>
</tr>
<tr>
<td>12 Opening (s) Prepared: By Others</td>
</tr>
<tr>
<td>14 Opening Qty: Eleven (11)</td>
</tr>
<tr>
<td>16 Clean Up: By R &amp; R Glass</td>
</tr>
<tr>
<td>18 Door Color: Black</td>
</tr>
<tr>
<td>20 Total Door Qty: One (1) Double &amp; One(1) Single door Theree (3) bi-fols</td>
</tr>
<tr>
<td>22 Panic Bar: None</td>
</tr>
<tr>
<td>24 Vestibule: Yes</td>
</tr>
<tr>
<td>26 Brake metal: Yes If Needed</td>
</tr>
<tr>
<td>28 Work Per Elevation: Yes</td>
</tr>
<tr>
<td>30 West Elevation: Yes</td>
</tr>
<tr>
<td>32 South Elevation: None</td>
</tr>
<tr>
<td>34 Inside Carpentry: By Others</td>
</tr>
<tr>
<td>36 Temporary protection: By R &amp; R Glass</td>
</tr>
<tr>
<td>38 Moving of Personal Effects: By Others 4’ Clear Area</td>
</tr>
</tbody>
</table>
Terms: 50% Deposit, 50% Upon Completion

Authorized By: Manfred Lopez

Estimate Total: $45,090.00

Terms and Conditions

Deposit is required on all custom made products and is due day of production measurements, unless otherwise arranged. Balance or payment in full is due day of completion, unless otherwise arranged. Finance charge of 1-1/2 % per month will be added to all past due balances. In the event of default of any payments called for this contract, buyer agrees to pay seller expenses for collection services and/or for attorney fees. This proposal when signed becomes a legal contract for both parties. The above prices, terms, specifications, and conditions are satisfactory and are hereby accepted. I have read, understood and agree to all parts of this agreement.

Personal Guarantee

In consideration of R&R Glass and Windows, Inc.'s (hereinafter "R&R") extension of credit and/or the terms and conditions, as set forth in R&R's sales documents, and in further consideration of the delivery of certain materials and/or services, we the undersigned, do hereby jointly and severally guarantee the payment of the amount set forth in R&R's sales documents, including not limited to finance charges according to the terms and conditions. We the undersigned, further waive notice of nonpayment of account by the debtor and further agree that all or any of the undersigned may be held jointly and/or severally liable to R&R for the amounts remain due under R&R's sales documents. We the undersigned, agree, upon default, to pay attorneys' fees if this account is referred for collection to an attorney, plus court costs.

Signature: ___________________________ Date: ________________

Print Name: __________________________
This Quotation Provides Fabricated Metal, Glass, & Related Accessories As Described Herein:

1) Six Openings;
2) Two At Approximately 6'4" X 11'6", Each With 2 In-Swing Panels, One Fixed Transom Panel & Two Fixed Transom Lites
3) One At Approximately 12'8 1/2" X 11'6", With 2L-2R, In-Swing Bi-Fold Panel, Two Fixed Transom Panels & Four Fixed Transom Lites.
4) One At Approximately 6'4 1/2" X 12'6", With 2 Out-Swing Door Panels, With 12" Bottom Rails, One Fixed Transom Panel & Two Fixed Transom Lites.
5) One At Approximately 13'4 1/2" X 10'0", With Two Fixed Lites.
6) One Interior Wall At Approximately 224" x 98" With One Door, 2 Return Lites & 6 Fixed Sidelites.
7) Aluminum Materials To Be 2" X 4 ½", T14000 Series Framing System.
8) Window Panels To Be Manufactured Using Narrow Stiles (2 1/8") & 3" Top & Bottom Rails.
9) Aluminum Finish To Be Dark Bronze Anodized.
10) All Glass To Be 1" Insulated, Clear, Low-E, Tempered.
11) Door & Window Assemblies To Have The Following Door Hardware;
    a. Select SL-11HD Continuous Geared Hinges
    b. Twinbolt, Two Point, Lever Handle Locking At Each Panel
    c. One-Overhead Guide Roller Per Bi-Fold Assembly With Continuous Roller Track
    d. One-Lower Guide Roller Per Bi-Fold Assembly
    e. Two-Black, Nylon Adjustable Knuckle Catches, Between Folding Panels
    f. Standard Offset Pull Handles On All Man Doors
    g. Exterior Man Doors To Have Concealed Vertical Rod Panic Devices
    h. Interior Man Door To Have Standard Push Bar & No Locking Hardware
    i. Surface Applied Door Sweeps At man Doors
12) Perimeter Sealants To Be A High Quality Silicone To Match Metals.

MATERIALS TO BE PROVIDED FOR THE SUM OF:

Forty-Six Thousand Seventy-Five & 00/100—DOLLARS $46,075.00
GENERAL TERMS AND CONDITIONS OF SALE

□ Shop drawings By Chicago Bifold are included in this quotation, unless otherwise specified.
□ All Material Is Guaranteed To Be As Specified In The Body Of This Quotation.
□ This Quote Does Not Include Engineering Analysis For Any Structural Support Materials Above Header Or Top Track Or At Any Jamb Condition. Proper Structural Support At Head & Jambs Must Be Adequate To Support Folding Panels.
□ Procurement Of Materials, And Production, Will Begin Only After Receipt Of Approved Shop Drawings.
□ Any Alteration Or Deviation From Above Specifications Involving Extra Costs Will Be Executed Only Upon Written Orders, And Will Become An Extra Charge Over And Above The specified price.
□ All Sales Are F.O.B. Tinley Park, IL.
□ Walls Are Not Designed To Be Free-Standing And Must Be Supported In The Field By Others With Materials Not Supplied By Chicago Bifold.
□ Sales Tax Is Included In This Quotation.

□ Please Note: It Is The Customers Responsibility To Verify Building Code Compliance, Local Municipalities, Townships And Villages Independently Establish, Adopt And Interpret Building Codes, and Chicago Bifold Will Not Be Responsible To Comply With Any Requirements Other Than The Stated Specifications Herein.

PAYMENT

□ Payment To Be Made As Follows: 50% Deposit, 50% Upon Completion.
□ Sales Tax If Applicable Will Be Added At Time Of Invoice.
□ Payments Which Are Delinquent Shall Be Subject To 1½% Interest Charge Per Month, Beginning Immediately After Payment Is Due.
□ Customer Agrees To And Shall Be Responsible For Reasonable Attorneys Fees Incurred In The Enforcement Of Any Of The Provisions Of This Contract.

ACCEPTANCE

The Above Prices, Specifications And Conditions Are Satisfactory And Hereby Accepted. You Are Authorized To Proceed With Shop Drawings As Specified. Payment Will Be Made As Outlined Above.

Signature_________________________________________Date of Acceptance________________
Printed Name_________________________________________

Note: This Quotation May Be Withdrawn By Us If Not Accepted Within 60 Days.
**Proposal**

<table>
<thead>
<tr>
<th>Date</th>
<th>Proposal #</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/24/14</td>
<td>201434</td>
</tr>
</tbody>
</table>

**Phone #** 630-568-9144  
**Fax #** 630-405-6751  
**E-mail** sales@arkglassaluminum.com

<table>
<thead>
<tr>
<th>Name / Address</th>
<th>Project Address</th>
</tr>
</thead>
</table>
| Chicago Building Design, P.C.  
220 W. Huron St #3001  
Chicago, IL 60654 | Bangers and Lace  
810 Grove Street  
Evanston, IL |

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Total</th>
</tr>
</thead>
</table>
| Store Front ... | Fabrication and installation of Commercial Store Front Dark Bronze Anodized Aluminum  
2" x 4 1/2" center glazed with 1" OA IG Units 1/4" Clear Glass over 1/4" Clear Glass  
(Tempered where required by building codes):  
1. NORTH ELEVATION:  
(8) Non Thermal Bi-Fold Doors, with 2’x4 1/2” frame, fixed divided light transom, top and bottom tracks, flush bolts, and threshold as per drawings.  
(2) Intermediary break metal columns  
2. EAST ELEVATION:  
(1)2’x4 1/2” frame, fixed divided light infill window, factory style interstitial mullions | 1   | $47,950.00 |

Acceptance: The above specifications, conditions and prices are acceptable. You are authorized to proceed with work as specified above. This Proposal may be withdrawn by Ark Glass and Aluminum, LLC if not accepted within 30 days.

50% deposit is required with acceptance of proposal. Balance due upon completion of the job.

Please acknowledge attached two (2) pages with Terms and Conditions.

Acceptance Signature: ___________________________ Date: ________________

**Total** $47,950.00
Memorandum

To: Chair and Members of the Economic Development Committee

From: Johanna Nyden, Economic Development Manager
      Paul Zalmezak, Senior Economic Development Coordinator

Subject: Downtown Evanston FY2015 Request for Budget Contribution Share

Date: October 15, 2014

Recommended Action:

Staff supports a recommendation from the Economic Development Committee to City Council for approval as follows:

- $370,000 from the Special Service Area #4 (SSA #4) for downtown operations and maintenance
- $98,000 from the Economic Development Fund for supplemental marketing and economic development activities
- $98,670 equally split equally between the Washington National TIF and Economic Development fund for additional maintenance contract reimbursements

Discussion:

The City’s proposed 2015 contribution of $519,670 (including SSA collections) represents a 7.1% reduction compared to the 2014 budget of $556,670. Funding for Downtown Evanston comes from three basic sources:

**Special Service Area #4:** Downtown Evanston is requesting a recommendation to City council to levy $370,000 for 2015. Downtown Evanston’s budget shows funding at $323,000. By authorizing the higher levy, Downtown Evanston will take advantage of all of the available tax dollars up to their tax cap rate. During the year, if tax revenues come in at an amount greater than $323,000, the City can adjust the quarterly contribution from the Economic Development Fund below the $98,000 shown in the budget request. Because SSA taxes are collected by the City through property tax billing, Downtown Evanston will invoice the City of Evanston’s Finance Department quarterly for disbursements.

**Maintenance Contract Reimbursements:** Downtown Evanston is requesting that the city maintain current level of funding, $98,670, for the maintenance contract for
2015. The City Council approves Downtown Evanston’s maintenance contract annually. The City reimburses Downtown Evanston for supplemental/additional maintenance services. Landscape Concepts Management is the current vendor. The contract is between Downtown Evanston and the vendor.

**City of Evanston Contribution:** Downtown Evanston is seeking $98,000 for 2015 supplemental marketing and economic development activities as outlined in the attached proposal. The contributions will be invoiced quarterly.

**Attachments**
-Downtown Evanston 2015 Budget Proposal
Downtown Evanston CY2015 Proposed Budget

Budget Line Item Definitions

The following definitions are intended to aid City staff and the City Council in understanding the approach to this budget as a full-time operation. Income and expense line items are described for background purposes.

Income Line Items

Special Service Area #4 (SSA #4): This line item, $323,000 in the 2015 Budget, is the proceeds from the self-imposed-tax paid by commercial property owners within the SSA’s legally defined geography. These proceeds are collected by the City of Evanston. Downtown Evanston invoices the City of Evanston’s Finance Department quarterly for these proceeds. Unfortunately, based on the preliminary 2013 tax assessor’s calculation for this district, the maximum tax that will be produced from the .1464 limiting rate is $323,000. We are requesting that the City levy an amount of $370,000, however our budget shows funding at $323,000. By authorizing the higher levy, we will take advantage of all of the available tax dollars up to our tax cap rate. During the year, if tax revenues come in at an amount greater than $323,000, the City can adjust the quarterly contribution from the Economic Development Fund below the $98,000 shown in our budget request. This method will allow Downtown Evanston to receive some combination of taxes and contributions which will equal $519,670. (See attached chart explaining reimbursements)

City of Evanston Contribution: As described in Ordinance #67-O-07, the City may make a contribution to Downtown Evanston from one of four funds—the Washington National TIF Special Tax Allocation Fund, the Economic Development Fund, and any appropriate City Council approved funding source. The projected amount for CY2015 is recommended to be $98,000. As with SSA #4 payments, the expectation is that these contributions will be invoiced quarterly. As is noted above the contribution amount may need to be adjusted downward based on the final levy collection for 2015 under the tax cap rate of .1464.

Maintenance Contract Reimbursements: The maintenance contract with the downtown maintenance contractors (currently Landscape Concepts Management) is approved annually by Evanston’s City Council. The contract is between Downtown Evanston and the sub-contractor, Landscape Concepts Management. Certain services provided through the Downtown Evanston sub-contract are services performed at the needs of the district, flower plantings, additional garbage pickup and sidewalk maintenance. These reimbursements are for these special services. This agreement, expressing these services, between Downtown Evanston and the City is then signed by the City Manager after Council approval. Due to the decrease in SSA #4 funding, Downtown Evanston is requesting the agreement be revised to share the contract this year at 50/50 as in the previous years.
**Contributions:** This projection represents an agreed upon contribution by Northwestern University as owner of 1800 Sherman Avenue. Northwestern has agreed to this contribution. As with the other key revenue categories, the plan is to invoice quarterly for these proceeds.

**Marketing Program Reimbursements:** Several Downtown Evanston marketing programs are conducted jointly with downtown business owners. Participating businesses partially pay for these initiatives. These programs include street banners, cooperative advertising, and radio advertising on WBEZ, Big Bite Night and proposed “walk” events in 2015. Sponsorship income from the It’s Thursday dance series is also included in this category.

**Interest Income:** Downtown Evanston maintains an insured money market account, in addition to its operating checking account, with First Bank & Trust. Some interest income is received annually from deposits to this account prior to any transfer to the checking account.

**Expense Line Items**

Expenses are divided into eight categories—Marketing, Events, Directory and Print, Display Ads, Maintenance, Holiday Decorations, Payroll, and Administrative. These categories were separated for reviewer clarity.

**Marketing:** The Marketing budget comprises of marketing downtown Evanston generally, moving into 2015 the goal is to market “Experience Evanston” to the Chicago market and surrounding suburbs. The second tier of marketing is for the Evanston market and that is to “Shop Local”. For next year’s budget, Downtown Evanston plans to reduce current print advertising and focus on more social media and electronic advertising.

The commercial real estate message is different than our audience of shoppers, diners and entertainment seekers, this message and portion of the budget aims to attract new and expanding retailers to help fill vacancies. Other marketing efforts will be in conjunction with the Economic Development staff to market larger developments as well as available office space. Downtown Evanston’s ongoing campaign to enhance downtown’s image as an office location remains a high priority.

**Examples:**

- The annual registrations and printing expense for two International Council of Shopping Centers meetings in Chicago. These two events attract retailers and site locators seeking locations throughout the Midwest. The second meeting features presentations by retailers providing site specifics. City staff and Downtown Evanston staff attend both events.
- Variations in expense for the commercial real estate category. The commercial real estate expenses differ from general marketing. Reaching those decision makers through advertising and outreach to the office broker community requires
a different approach. There are local and regional channels for ongoing image development; most are trade publications, print and electronic. In 2015, as with all marketing the focus will be mainly electronic and through traditional networking. Downtown Evanston continues its membership with Loopnet which is a tool to identify potential retail tenants to locate in Evanston. This line item will also assist with the purchase of updated demographic and psychographic data as well as host a broker’s breakfast and tour.

**Events:**
Certain events, unless retail promotions, do not ‘ring registers.’ They provide visibility for the broader downtown offering. These line items include event specific expenses only. The ‘It’s Thursday’ dance series is currently the largest, including expenses for bookings and performers for that six-week series. The Sidewalk Sale expense is for a small amount of direct expense specific to that retail promotion. Smaller line items recognize event specific expense for Big Bite Night and in 2015 for new events in the Spring; including themed “walks” or “strolls”. In 2015 the two larger events will include a new fall event focusing on local craft beers and downtown’s growth of new restaurants by creating an event to highlight these assets. Also, we will work to continue to grow the Tree Lighting event.

**Directory and Print:**
The downtown directory category remains the same as last year with only one printing during the year. This map brochure, currently lists all of downtown’s ground level merchants. Current distribution is now 85,000 annually.

The Gift Card expense line item includes printing of cards, a guide and envelope. This line item also includes all the fees associated with the gift card program which has increased due to online sales and increase of sales.

**Display Ads:**
The street pole banners and marketing expense in 2014 was $17,000, increased the budget for 2015 with the idea that with increase of new businesses, we will sell more banners.

**Maintenance:**
The primary Downtown Evanston contract is currently with Landscape Concepts Management. This contract will be extended to December 2015. The contract includes: maintenance and seasonal plantings for 18 planters, extra trash removal, sidewalk maintenance and maintenance of some street level and planter beds throughout downtown. Within maintenance, there are additional funds included in this line item for plant materials and event maintenance such as Big Bite Nite and The Tree Lighting. This also represents costs to purchase any materials excluded from the larger maintenance sub-contract.

**Holiday Décor:**
Downtown Evanston has an agreement with Temple Display to continue decorating the district during the holiday season. The current inventory is 105 snowflakes and 166 wreaths. Each year we must purchase new bows for the wreaths. In FY 2009,
Downtown Evanston approved the purchase of LED lights for the Holiday Tree at Fountain Square. These lights use less power, and will also be removed from the tree after the season and stored for re-use each year. This product is under warranty for 5 years. No new purchases for holiday décor are expected in 2015 unless there is damage to the inventory.

**Payroll/Benefits/Taxes/Fees:**
This line item represents the largest expense category. Full-time salaries for an Executive Director, Marketing and Events Coordinator and a part time staff person to assist with place making and events is budgeted for $129,996. Medical benefits for full-time staff will be available from the City of Evanston. This arrangement is typical among similar downtown organizations. *The estimate shown applies the single rate for the City’s PPO & HMO on an annual basis less a 30% employee contribution for these benefits.* Also included in this line item is a 3% match for retirement plan.

Included in the budget is a part time bookkeeper that generally works 2-3 hours per week and manages the accounting system and works in tandem with the Executive Director and Downtown Evanston’s accounting firm and Treasurer on financial matters.

**Administrative- non personnel:**
This line item includes the day-to-day cost of operating the Downtown Evanston office. The current lease at 820 Davis is up in June 2015, staff is currently working to find a store front lease option.
## Evmark CY 2015 Draft Budget

<table>
<thead>
<tr>
<th>Category</th>
<th>CY 2015 DRAFT</th>
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<tbody>
<tr>
<td><strong>INCOME</strong></td>
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<tr>
<td>Special Service Area #4</td>
<td>323,000</td>
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<tr>
<td>City of Evanston Contribution</td>
<td>98,000</td>
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<tr>
<td>Maintenance Contract Reimbursements</td>
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<tr>
<td>Contributions-NU</td>
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<tr>
<td>Marketing Program Reimbursements</td>
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<td>Interest Income</td>
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<td>Card Activation Fees</td>
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<td><strong>EXPENSES</strong></td>
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<td><strong>MARKETING</strong></td>
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<td><strong>Events</strong></td>
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<tr>
<td>It's Thursday Series</td>
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<td>Super Summer Sale</td>
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<tr>
<td>Big Bite Night</td>
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<td>Holiday Tree Lighting</td>
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<td>General Event Expense</td>
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<td>New Fall Event</td>
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<td>New Spring Event</td>
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<td><strong>Total Events</strong></td>
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<td><strong>Directory and Collateral Materials</strong></td>
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<td>Printing</td>
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<td>Website</td>
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<td>Street Banners</td>
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<td>Other Marketing Expense</td>
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<td><strong>Total Directory and Collateral Materials</strong></td>
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<td><strong>TOTAL MAINTENANCE</strong></td>
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<td><strong>TOTAL HOLIDAY DECOR</strong></td>
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<td><strong>PAYROLL/ BENEFITS/ TAXES/ FEES</strong></td>
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<tr>
<td>Full-Time Staff Salaries</td>
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<td>Full-Time Staff Benefits</td>
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<td>Maintenance Worker</td>
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<td><strong>TOTAL PAYROLL/ BENEFITS/ TAXES/ FEES</strong></td>
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<tr>
<td>Rent</td>
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<tr>
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<td>Licenses and Fees</td>
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<td>Computer equip &amp; professional Services</td>
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<td><strong>TOTAL EXPENSES</strong></td>
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<tr>
<td><strong>NET INCOME</strong></td>
<td>(55,090)</td>
</tr>
</tbody>
</table>
Composition of Board Members

- Class 1 - Chamber of Commerce (1 seat)
- Class 2 - Top 10 tax payers in the Downtown (10 seats)
- Class 3 - City of Evanston - City Manager and Director of Public Works (2 seats)
- Class 4 - Business owners - Mix of office, retail and restaurant (7 seats)
- Class 5 - Residents – 2 from within the Downtown SSA District and 1 from outside the Downtown SSA District.

- For a total of 23 seats
Board of Directors

Directors:

Class 1
• Elaine Kemna-Irish, E.D. Evanston Chamber of Commerce

Class 2
• Chris Rackham, NAI Hiffman - 909 Davis
• Andrew McDonald, Rotary International - 1560 Sherman
• Ami Mayo, Golub & Co. - 1603 Orrington
• Lori Stein, McCaffrey Interests - Church St. Plaza
• Mike McGuigan, The Hilton Orrington/Evanston Hotel - 1710 Orrington
• Lyndsay Major, Inland American Retail - Sherman Plaza
• Kristin Enger, Podolsky - 500 Davis
• Beth Dote, Park Evanston - 1630 Chicago
• Vacancy - 1007 Church
• Adrian Brewington, Hilton Garden Inn Chicago North Shore/Evanston - 1818 Maple

Board of Directors Cont:

Directors:
Class 3
• Wally Bobkiewicz, City Manager of Evanston
• Suzette Robinson, Director, Public Works

Class 4
• Rob Gilbert, Arthur Hill & Co. - 900 Clark St.
• Howard Kain, First Bank & Trust of Evanston - 820 Church St.
• Dan Kelch, property owner and restaurateur - 804 Davis
• Lucile Krasnow, Northwestern University
• Chris Mailing, 1027 Davis Street LLC - 1027 Davis
• Jim Nash, Farnsworth Hill
• Lynn Robinson Phillips, Robinson Rental - 1609 Sherman

Class 5
• Jim Corirossi, residential property owner
• Hank Goldman, residential property owner
• Vacancy, resident outside of downtown
Executive Committee members and officers:

- Chris Mailing, Chair (Class 4) – 1027 Davis Street, LLC
- Rob Gilbert, Treasurer (Class 4) – Arthur Hill Co.
- Adrian Brewington, Secretary (Class 2) – Hilton Garden Inn Chicago North Shore/Evanston
- Howard Kain, First Bank and Trust (Class 4)
- Andrew McDonald, Rotary International (Class 2)
- Mike McGuigan, Hilton Orrington (Class 2)
- Hank Goldman, downtown resident (Class 5)
Downtown Evanston Goals

1) Maintain and expand an exciting mix of both local and national retail business and office space in Downtown Evanston

2) Promote the performing arts in Downtown Evanston

3) Strengthen relationships between Downtown Evanston, the City of Evanston and Northwestern University for mutual benefit

4) Further enhance the public realm of Downtown Evanston

5) Continue to partner with the City of Evanston to enhance downtown policy making, incentives and zoning in the downtown district

- RFP was issued to planning consultants to help the organization refresh existing goals and implement goals/strategies
- PLACE consulting has been selected, first phase of work to begin end of October, early November
Recently Opened
Summer 2014

Businesses Coming Soon

- Bangers and Lace - 810 Grove St.
- Hyatt Place – 1515 Chicago – work has begun
- 800 Degrees - 812 Church Street (In process)
- Patisserie Coralie - 600 Davis
- Doc Popcorn - 1613 Sherman (In process)
- Freshii - 1596 Sherman (In process)
- Blaze Pizza – 1737 Sherman
- Asian Express – 1009 Davis (In process)
- Tier 1 Training - 1017 Davis
Website traffic is up!

<table>
<thead>
<tr>
<th></th>
<th>1/1/2013 – 10/7/2013</th>
<th>1/1/2014 – 10/7/2014</th>
<th>Increase from 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visits</td>
<td>79,294</td>
<td>98,296</td>
<td>19,002</td>
</tr>
<tr>
<td>Users</td>
<td>62,975</td>
<td>79,594</td>
<td>16,619</td>
</tr>
<tr>
<td>Pageviews</td>
<td>276,151</td>
<td>354,382</td>
<td>78,231</td>
</tr>
</tbody>
</table>

Issued an RFP for new website design and functionality. Marketing team has chosen a local vendor, work will start by end of October, go live date before end of year.

Website visitors are coming from all over...

- 98,296 website visits came from 7,688 different cities.

Chicago, Evanston and the surrounding North Shore continues to be the main source of this website traffic.

Top Referral Sites Leading Visitors to DowntownEvanston.org:

- CityofEvanston.org
- Northwestern.edu
- Google.com
Downtown Evanston Gift Card

<table>
<thead>
<tr>
<th></th>
<th>1/1/2013 – 10/7/2013</th>
<th>1/1/2014–10/7/2014</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dollar amount purchased</td>
<td>$32,580</td>
<td>$42,636</td>
<td>$10,056</td>
</tr>
<tr>
<td># of cards purchased</td>
<td>999</td>
<td>1,120</td>
<td>121</td>
</tr>
</tbody>
</table>

Top Redeeming Business:
- Century Theatres
- CVS Pharmacy
- Whole Foods Market
- Average gift card purchase = $40

The Power of Social Media

Facebook: 4,799 Fans
Twitter: 2,942 Followers
Instagram: 170 Following
Newsletter subscribers: 4,853 contacts

Downtown Evanston sends out:
- Weekly Entertainment Newsletters
- Bi-Weekly district specials and events
- NEW a tips/trends newsletter to retailers

“I see your weekend activities newsletter every week – They are great! How can Giordano’s be included?”
-Dan Bruss, Giordano’s Pizzeria Manager

“Thank you for including us in your weekend newsletter, social media and online calendar. Because of your efforts we gained a new client!”
-Jane Miller, Jane Miller Gallery
Seasonal Online Banner Ads

New Creative in 2014 for Chicago audience

Banner Program Participation increases by 60%

45 Sponsoring Businesses in 2014
28 Sponsoring Businesses in 2013
134 Banners Installed in 2014
**Maintenance Recap**

- Seasonal Plantings installed 4 times per year
- Maintain 17 pots and sidewalk planter beds located throughout downtown.
- Annual sidewalk power washing (completed by end of May)
- Litter and trash removal

**Sherman Avenue Projects Completed!**

**July – September**
Street and sidewalk resurfacing between Grove and Lake Streets
Construction was extended due to weather

**July - August**
2 Weeks
Planter Bed abatement and construction
Bike to work week Pit Stop

Largest Suburban “Pit Stop” in 2014 – over 50 bikers came and received giveaways

9 live shots on the WGN Morning News viewed by 227,500 people
It’s Thursday, Let’s Dance – New Location!

• “It was awesome! We loved having it outside of our door and would love to sponsor it again next year!”
  • Nate Cooper, LYFE Kitchen

• “I would like to extend my professional gratitude for the move of ‘It’s Thursday, Let’s Dance’ to 1603 Orrington. Not only did my business benefit from the move, I think that logistically it is a better fit for the event! We noticed a significant increase on the nights of these events throughout the summer. This event really creates much needed energy to our downtown!”
  • Joey Conway, KOI Fine Asian Cuisine & Lounge

Summer Fun!

Evanston Sidewalk Sale
Presented by Downtown Evanston
July 25 – 27

• DJ
• Sidewalk Chalk “party” at Fountain Square

• 6 Bands on 6 Thursday evenings
• Dance Instruction
• 200 + dancers and spectators each Thursday
Kits, Cats and Kids block party – Sept 18, 2014

- Partnership with COE, NU, Evanston Chamber of Commerce, ETHS and District 65
- 7 Food trucks
- NU Athletic Department had games and athletes to entertain kids
- Face Painting and crafts
- 200 Free Hot Dogs sponsored by First Bank & Trust
- ETHS vs NU Marching Band and ETHS and NU Purple Haze performed

Hosted First Park(ing) Day – September 19
only metro Chicago city to participate

Park(ing) Day is an international event where people transform metered parking spots into temporary parks
• Activated an non tradition event space
• Partnered with 2 small businesses;
  • Bookends and Beginnings and Alley Gallery
• Interactive art
• DJ
• Local Food and Beer
• Food Truck

Big Bite Night – Sunday, October 5, 2014

Participation from 36 restaurants and 1,800 students
Business Development Events
October 7, 2014

Participated with Crain’s Chicago – Small Business Week. Hosted a Small Business Expo – only city outside of Chicago to participate. 64 registrants and 10 exhibitors.

Exhibited at the ICSC Midwest - Deal Making event at Navy Pier, Downtown Evanston was 1 of 6 economic development agencies to exhibit.
Programs to complete by end of year

1) Brokers breakfast and walking tour – TBD
2) City Swap
3) Continue with in person and online surveys

Art Under Glass returns:

- Final selection of artists completed
- Installation of art to occur October 2014
- Still looking to find more spaces for art....a good problem to have!
Fountain Square Visioning Participation

- Sunday October 26 – Tuesday October 28
- Passive visioning events
- Fall themed active events

#myfountainsquare

HOLIDAY EVENTS

Downtown Evanston will partner with AMEX to sponsor Small Business Saturday
Tree lighting event will be November 29, 2014
2014 Marketing

- Created a marketing team, lead by Hank Goldman (ED). Team consists of downtown small business owners and real estate marketing professionals.
- Focus on media and online advertising for the holiday shopping/dining season.
  - 1) Focus ads to the Chicago audience to “Experience Evanston”. Media includes: WBEZ, Chicago Reader, Facebook, WTTW
  - 2) Print and online ads for Evanston audience to “Shop Local” and buy the gift card. Media includes: Evanston Now, Roundtable, Evanston Review and Make It Better Magazine
2015 Proposed Budget

- 2014 expenses were down due to a transition period of the Executive Director and the reduction of a FT staff person, allowing for $50,000 in carry over funding in 2015.
- Due to carry over funds Downtown Evanston is able to reduce the request of the city’s contribution in 2015.
- Other cost savings proposed for 2015 will include print materials, web hosting, and a transition to more digital advertising and social media advertising, as well as a FT staff person.
- In 2015 staff will work to provide new and exciting events that will assist in generating revenue for the organization, this will require a PT staff hire in 2015.

2015 Proposed Budget

<table>
<thead>
<tr>
<th>Evmark CY 2015 Budget</th>
<th>CY 2013 Actual</th>
<th>CY 2014 Budget</th>
<th>CY 2015 DRAFT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCOME</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Service Area #4</td>
<td>320,000</td>
<td>320,000</td>
<td>323,000</td>
</tr>
<tr>
<td>City of Evanston Contribution</td>
<td>138,000</td>
<td>138,000</td>
<td>98,000</td>
</tr>
<tr>
<td>Maintenance Contract Reimbursements</td>
<td>98,670</td>
<td>98,670</td>
<td>98,670</td>
</tr>
<tr>
<td>Contributions-NU</td>
<td>20,000</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>Marketing Program Reimbursements</td>
<td>30,500</td>
<td>30,500</td>
<td>30,000</td>
</tr>
<tr>
<td>Interest Income</td>
<td>200</td>
<td>200</td>
<td>120</td>
</tr>
<tr>
<td>Card Activation Fees</td>
<td>1,592</td>
<td>2,276</td>
<td>2,400</td>
</tr>
<tr>
<td><strong>TOTAL INCOME</strong></td>
<td>608,962</td>
<td>607,370</td>
<td>567,190</td>
</tr>
</tbody>
</table>
2015 Proposed Budget

Expenses:
- Marketing - $66,000
- Events - $46,500
- Directory and Collateral Materials - $59,000
- Total Maintenance - $180,784
- Total Holiday Décor - $30,000
- Total Payroll/Benefits/Taxes/Fees - $188,496
- Total Admin – Non Personnel - $51,500

Total Expenses = $622,280
Total Income = $567,190

Carry Over = $55,090
To: Chair and Members of the Economic Development Committee

From: Wally Bobkiewicz, City Manager
JOHANNA NYDEN, Economic Development Manager
PAUL ZALMEZAK, Senior Economic Development Coordinator

Subject: Request to Modify Chicago’s Home of Chicken & Waffles Loan Terms

Date: September 24, 2014

Recommendation:
Staff supports a recommendation from the Economic Development Committee to the City Council to amend the terms of the loan agreement between the City of Evanston and Chicago’s Home of Chicken and Waffles. These changes reflect a need to restructure the loan to accommodate change in market conditions impacting Chicago’s Home of Chicken and Waffles.

Background
City Council approved resolution 43-R-12 on May 14, 2012 and the agreement was executed on June 8, 2012. The resolution authorized the City Manager to execute a loan agreement of up to $200,000 (funding source was $75,000 from the City’s Community Development Block Grant and $125,000 Economic Development Fund). The total project cost was estimated to be $482,000. The City’s assistance filled a financial gap that conventional / private market sources were unwilling to fill completely on their own, at the time. The project represents a public private partnership with First Bank and Trust and the City’s loan each representing approximately 26% of the total project cost, and the owners directly contributing a total of 28%. The remaining 20% was secured by the owner through the Express Working Capital program.

The Evanston location of the Chicago’s Home of Chicken and Waffles has not generated the revenue Mr. Johnson projected. As a result, Mr. Johnson has only been able to make intermittent mortgage payments to the City of Evanston. The loan is currently in default. The total amount due on the mortgage, including accrued and unpaid interest is $10,484.97 (as of October 2, 2014). Staff has confirmed that Chicken and Waffles is current with First Bank and Trust, the city’s partner in this loan. Mr. Johnson reports he has implemented plans to generate additional revenue. He has recently hired a new general manager and head chef. In order to work with Chicken
During this period of transition, staff has proposed a restructuring of the City’s loan.

Chicken and Waffles is five months behind on liquor tax payments. For the period May through September 2014, the estimated total owed is $1,225 (average of $245 month). Furthermore, the liquor license expired October 9, 2014. The past due renewal fee is $2,800. Mr. Johnson reports that he will renew his liquor license at the end of October when his insurance policy renewal is finalized.

The City Council also approved 79-R-12 authorizing the city manager to execute a right-of-way lease agreement with Chicago’s Home of Chicken and Waffles which provided 15 parallel parking spaces on McDaniel Avenue north of Dempster and 24 perpendicular spaces on McDaniel, south of Dempster for a total of 39 parking spaces. Chicago’s Home of Chicken agreed to a five year lease term with annual payments of $11,070. The City as landlord maintains responsibility for repair and maintenance including snow removal.

The right-of-way agreement is currently in default as Chicken and Waffles has not paid rent since execution of the agreement. The total amount due is $22,140. However, Chicago’s Home of Chicken and Waffles has paid a total of $6,175 for snow removal in the leased portion of the right-of-way. In the right of way agreement with the restaurant, the City has the responsibility for snow removal. Mr. Johnson will seek reimbursement for these expenses. Mr. Johnson is also seeking to amend the parking agreement to provide exclusive rights only to the parking spaces on the east side of McDaniel adjacent to the restaurant and portion and to waive the outstanding rent owed. This matter would be considered by the Administration and Public Works Committee of the City Council at a later date.

Request for Assistance & Proposed Loan Restructuring:
To provide for additional cash flow as the business plan is modified to generate additional revenue, Chicago’s Home of Chicken and Waffles is seeking to amend the mortgage terms as presented in the table below. Staff recommends approval of most of the proposed terms; the changes in the loan will reduce the total monthly amount due and thereby ensure repayment and remove the default condition.

<table>
<thead>
<tr>
<th>Chicken &amp; Waffles Proposed Request</th>
<th>Staff Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amortize the loan over 30 years instead of 20 years.</td>
<td>Recommend longer (30 year) amortization period.</td>
</tr>
<tr>
<td>Reduce the interest rate from 5.75% to 3.75%.</td>
<td>Recommend maintain market rate interest rate of 5.75%.</td>
</tr>
<tr>
<td>Loan is due and payable in ten years instead of five.</td>
<td>Recommend loan is due and payable in 5 years from restructure date (January 1, 2020).</td>
</tr>
<tr>
<td>Add the outstanding balance owed to the loan balance.</td>
<td>Recommend outstanding balance and upcoming November and December 2014 payments added to loan balance.</td>
</tr>
<tr>
<td>New payment to begin October 1, 2014</td>
<td>New payment to begin January 1, 2015.</td>
</tr>
</tbody>
</table>
The impact of the loan modification is summarized in the following table:

**Chicago's Home of Chicken & Waffles**  
Estimated Loan Amendment Impact

<table>
<thead>
<tr>
<th></th>
<th>Staff Recommended Amendment</th>
<th>Original Loan Terms</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loan Term</td>
<td>5 Years</td>
<td>5 years</td>
</tr>
<tr>
<td>Est Balance due at end of loan term</td>
<td>$ 187,097</td>
<td>$ 172,957</td>
</tr>
<tr>
<td>Interest Paid to City</td>
<td>$ 55,374</td>
<td>$ 54,173</td>
</tr>
<tr>
<td>Monthly Payment</td>
<td>$ 1,163</td>
<td>$ 1,404</td>
</tr>
</tbody>
</table>

Attachments:
- Chicken and Waffles Request to Amend Loan
- 2013-14 Financial Statements
- Executed Loan Documents
August 13, 2014

Re: Proposal for Loan Modification

To whom it may concern,

Below are the terms for which we would like the loan to be modified:

1. Would like loan to be amortized over 30 years
2. Interest rate to be 2% below bank rate
3. Due and payable in 10 years
4. Any additional monies owed to be added to the previous loan amount
5. New payment to start October 1st 2014

Your attention to this matter would be greatly appreciated.

Sincerely,

Darnell Johnson
## Signature Food Solutions - Evanston
### Balance Sheet
#### For The Period Ending
August 31, 2014

<table>
<thead>
<tr>
<th>Assets</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$ 67,570</td>
<td>$ 86,838</td>
</tr>
<tr>
<td>Inventory</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building</td>
<td>$ 200,000</td>
<td>$ 200,000</td>
</tr>
<tr>
<td>Fixed Assets (Buildout)</td>
<td>$ 300,000</td>
<td>$ 300,000</td>
</tr>
<tr>
<td>Vehicles</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>(Accumulated Depreciation)</td>
<td>$(17,678)</td>
<td>$(33,840)</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td><strong>$ 549,892</strong></td>
<td><strong>$ 552,999</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liabilities</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Bank &amp; Trust</td>
<td>$ 198,245</td>
<td>$ 197,633</td>
</tr>
<tr>
<td>City of Evanston</td>
<td>$ 194,660</td>
<td>$ 192,351</td>
</tr>
<tr>
<td>Ray Levell (Interest only)</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td><strong>$ 392,905</strong></td>
<td><strong>$ 389,984</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equity</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Withdrawal</td>
<td>$ -</td>
<td>$ -</td>
</tr>
<tr>
<td>Owners Equity</td>
<td>$ 150,000</td>
<td>$ 150,000</td>
</tr>
<tr>
<td>Retained Earnings</td>
<td>$ -</td>
<td>$ 6,987</td>
</tr>
<tr>
<td>Retained Earnings-Current</td>
<td>$ 6,987</td>
<td>$ 6,028</td>
</tr>
<tr>
<td><strong>Total Equity</strong></td>
<td><strong>$ 156,987</strong></td>
<td><strong>$ 163,015</strong></td>
</tr>
</tbody>
</table>

**Total Liabilities & Equity**

$ 549,892       $ 552,999
# Signature Food Solutions - Evanston
## Income Statement
### For The Period Ending
#### August 31, 2014

<table>
<thead>
<tr>
<th>Revenue</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Sales</td>
<td>$1,239,511</td>
<td>$548,444</td>
</tr>
<tr>
<td>Cost of Sales</td>
<td>$(455,635)</td>
<td>$(185,076)</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$783,876</strong></td>
<td><strong>$363,368</strong></td>
</tr>
</tbody>
</table>

**Gross Profit Margin %** 63% 66%

### Expenses:

<table>
<thead>
<tr>
<th>Expense</th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary &amp; Wages</td>
<td>$559,971</td>
<td>$185,311</td>
</tr>
<tr>
<td>Utilities - Phone</td>
<td>$4,002</td>
<td>$2,143</td>
</tr>
<tr>
<td>Utilities - Electric, Water, Gas</td>
<td>$15,237</td>
<td>$18,384</td>
</tr>
<tr>
<td>Utilities - Scavenger Services</td>
<td>$-</td>
<td>$3,726</td>
</tr>
<tr>
<td>Repairs</td>
<td>$4,919</td>
<td>$2,485</td>
</tr>
<tr>
<td>Entertainment</td>
<td>$17,873</td>
<td>$5,720</td>
</tr>
<tr>
<td>Cleaning Supplies</td>
<td>$3,429</td>
<td>$3,747</td>
</tr>
<tr>
<td>Uniforms</td>
<td>$6,258</td>
<td>$15,423</td>
</tr>
<tr>
<td>License &amp; Fees</td>
<td>$11,280</td>
<td>$648</td>
</tr>
<tr>
<td>Insurance (Property &amp; Casualty)</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Vehicle Insurance</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Advertising</td>
<td>$16,500</td>
<td>$-</td>
</tr>
<tr>
<td>Sales Tax</td>
<td>$77,498</td>
<td>$37,276</td>
</tr>
<tr>
<td>Liquor Tax</td>
<td>$3,193</td>
<td>$1,425</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>$7,600</td>
<td>$6,025</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>$16,012</td>
<td>$47,519</td>
</tr>
<tr>
<td>Depreciation</td>
<td>$17,678</td>
<td>$16,162</td>
</tr>
<tr>
<td>Interest Expense</td>
<td>$15,439</td>
<td>$11,346</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$776,889</strong></td>
<td><strong>$357,340</strong></td>
</tr>
</tbody>
</table>

**Net Profit / (Loss) Before Taxes** $6,987 $6,028
Illinois Anti-Predatory Lending Database Program

Certificate of Exemption

Report Mortgage Fraud
800-532-8785

The property identified as: PIN: 10-24-100-029-0000

Address:
Street: 2424 Dempster Street

Street line 2:
City: Evanston State: IL ZIP Code: 60202

Lender: City of Evanston

Borrower: Signature Food Solutions, Inc

Loan / Mortgage Amount: $200,000.00

This property is located within the program area and the transaction is exempt from the requirements of 765 ILCS 77/70 et seq. because the application was taken by an exempt entity.

Certificate number: EFC73ED2-4F04-4E72-8EF0-C728C6011946 Execution date: 07/22/2014
Prepared by:  
City of Evanston  
Law Department  
2100 Ridge Avenue  
Evanston, IL 60201

Upon recording mail to:  
City of Evanston  
Law Department  
2100 Ridge Avenue  
Evanston, IL 60201

[The Above Space For Recorder’s Use Only]

JUNIOR MORTGAGE

THIS MORTGAGE ("Mortgage") is executed and given as of the 21st day of June, 2012, by Signature Food Solutions, Inc., an Illinois corporation, referred to as “mortgagor,” which includes mortgagor's heirs, executors, administrators, successors, legal representatives and assigns, and denotes the singular and/or plural and the masculine and/or feminine and natural and/or artificial persons whenever and wherever the context requires, to the City of Evanston, having its principal offices at 2100 Ridge Avenue, Evanston, Illinois 60201, referred to as “mortgagee.”

For proper consideration, and also in consideration of the sum named in the promissory note of the same date, mortgagor grants with mortgage covenants to mortgagee, its successors and assigns, all the tract of land of which mortgagor is now the legal owner, and in actual possession, located in Cook, Illinois, described as follows:

Legal Description: Attached as Exhibit “A”.

Commonly known as (“Property Address”): 2424 Dempster Street, Evanston, Illinois 60202

PIN: 10-24-100-029-0000

Together with all structures and improvements now and later on the land and the fixtures attached to the land, together with all tenements, easements, and appurtenances to the property, and the rents, issues, and profits, all the estate, right, title, interest, and all claims in law and in equity, of mortgagor in and to the property.

Properties covered in this mortgage are conveyed to mortgagee, free from all rights and benefits under the Illinois Homestead Exemption Laws, which rights and benefits mortgagor now releases and waives.
This mortgage is given to secure: (a) the payment of $200,000.00 (Two Hundred Thousand and no/100 Dollars), as provided in a promissory note dated \[\frac{1}{2}\text{ume 18}\], 2012, which note is incorporated by reference, that note being payable as follows:

(a) The City shall acquire a lien on the Premises and said lien shall be subordinate to the first mortgage on the Premises. Mortgagor represents and warrants that it is its sole responsibility to execute such documents that may be necessary to create this lien. Mortgagor shall make monthly payments to mortgagee, amortized over twenty (20) years at a fixed interest rate of five and seventy-five hundredths’ percent (5.75%). The amount due for each of the first six (6) such payments shall not exceed $958.34, the interest accrued during the previous month. The amount due for subsequent payments shall not exceed $1404.17. Mortgagee shall accept payments for no longer than five (5) years, or sixty (60) payments, at which time mortgagor shall re-pay the balance of the loan in full.

(b) the performance of the other agreements in the note;

(c) any future advances as provided in this mortgage, and to secure the performance of mortgagor's covenants and agreements.

Provided always, that if mortgagor pays to mortgagee, its successors, legal representatives, or assigns, the amount in the promissory note mentioned above, with all interest due, and performs, complies with, and abides by each and every stipulation, agreement, condition, and covenant of the note and mortgage, and pays all taxes that may accrue on the property and all costs and expenses that mortgagee, its successors or assigns may incur in collecting the note, in the foreclosure of this mortgage or otherwise, including reasonable attorney's fees, then this mortgage and the lien created will cease, and a release of the mortgage will be executed by mortgagee.

This mortgage is subject and subordinate to the first position mortgage. Borrower expressly agrees to pay that prior mortgage and to prevent any default under that mortgage. Borrower agrees that if borrower defaults on that senior mortgage, by failing to pay any installment of principal or interest on that mortgage within ten days after its due date, or to cure any other default on that mortgage within ten days after receiving notice of a default from the senior lender, the lender on this mortgage, at lender's option, may either (a) cure the default on the senior mortgage and add the cost of curing to the principal amount of the note secured by this mortgage, or (b) declare this mortgage and the note this mortgage secures due and payable in full. Borrower agrees to give any notice of default received from the senior lender to the junior lender immediately on receipt, and to attempt to have the senior lender send notices of default to the junior lender directly. Borrower may not renew, modify, or extend the senior mortgage without the lender's consent.

COVENANTS AND REPRESENTATIONS BY MORTGAGOR

Mortgagor covenants and agrees that:

1. Mortgagor will pay the principal and interest and other amounts payable by virtue of the promissory note and this mortgage, or either, promptly on the days they become due.
2. Mortgagor will pay the taxes, assessments, levies, liabilities, obligations, and encumbrances of every nature on the described property, and if they are not promptly paid, mortgagee, its successors, legal representatives, or assigns may at any time pay them without waiving or affecting the option to foreclose or any right under this mortgage, and every payment made by the mortgagee will bear interest from the date of the mortgage at the rate of 5.75% per year.

3. Mortgagor will pay all the costs, charges, and expenses, including attorney's fees, reasonably incurred or paid at any time by mortgagee, its successors, legal representatives or assigns, because of failure by mortgagor to perform, comply with, and abide by each and every stipulation, agreement, condition and covenant of the promissory note and this mortgage, or either, and every payment will bear interest from the date of the mortgage at the rate of 5.75% per year.

4. Mortgagor will keep the buildings now or later on the land insured in an amount equal to the highest insurable value, both fire and extended coverage, in a company or companies to be approved by mortgagee, with standard and customary mortgagee loss-payable clause indorsed on it, making any loss payable to mortgagee, its successors, legal representatives, or assigns; and in the event mortgagor fails to obtain insurance, then mortgagee may obtain insurance and hold it as above provided, without waiving or affecting the option to foreclose or any right under this mortgage, and the mortgagor will repay to the mortgagee on demand all premiums paid by mortgagee, with interest at the rate of 5.75% per year from the time of payment by mortgagee; all premiums paid by mortgagee will be secured by this mortgage and will be collectible in the same manner as the principal indebtedness; and should the mortgagee because of the insurance receive any amount of money for damage, that amount may be retained and applied by mortgagee toward payment of the debt secured by the mortgage, or it may be paid over either wholly or in part to the mortgagor for the repair of the buildings or for the erection of new buildings in their place, or for any other purpose or purposes satisfactory to the mortgagee; and if the mortgagee receives and retains insurance money for damage to the buildings, the lien of the mortgage will be affected only by a reduction by the amount of the insurance money retained by the mortgagee.

5. Mortgagor will not permit or cause the removal, alteration, or demolition, without the consent of the mortgagee, of any building on the premises; all buildings now or later located on the premises will be maintained by the mortgagor in good and substantial repair; mortgagor will not permit, commit, nor cause waste, impairment, or deterioration of the property, or any part of it, except reasonable wear and tear; and, in the event of the failure of mortgagor to keep the buildings on the premises and those to be erected on the premises, or improvements, in good repair, mortgagee may make repairs as in its discretion it may deem necessary for the proper preservation of the buildings and the full amount of each and every payment will be due and payable thirty (30) days after demand, and will be secured by the lien of this mortgage; and in addition, in the event of the occurrence of any of the preceding, the mortgagee will be entitled to immediately restrain the mortgagor by injunction or other appropriate remedy.

6. Mortgagor will perform, comply with, and abide by each of the stipulations, agreements, conditions, and covenants in the promissory note.
7. Mortgagee may, at any time pending an action on this mortgage, apply to the court for the appointment of a receiver, and the court will then appoint a receiver of the premises, including all income, profits, issues, and revenues from whatever source derived, each and every one of which, it is expressly understood, is mortgaged by this document, as if specifically stated and described. The receiver's appointment will be made as a matter of absolute right to mortgagee, and without reference to the adequacy or inadequacy of the value of the property mortgaged or to the solvency or insolvency of mortgagor or the defendants. Rents, profits, income, issues, and revenues will be applied by the receiver according to the lien of this mortgage and the practice of the court. In the event of any default on the part of mortgagor, mortgagor agrees to pay to mortgagee on demand as a reasonable monthly rental for the premises an amount at least equivalent to one-twelfth of the aggregate of the twelve (12) monthly installments then payable in the current year plus the actual amount of the annual taxes, assessments, water rates, and insurance premiums for that year not covered by the monthly payments.

8. If any of the sums of money are not promptly paid within thirty (30) days after becoming due, or if each of the stipulations, agreements, conditions, and covenants of the promissory note and this mortgage, or either, are not fully performed, complied with, and abided by, the aggregate sum mentioned in the promissory note will become due and payable immediately or later at the option of mortgagee, its successors, legal representatives, or assigns, as fully and completely as if the aggregate sum were originally stipulated to be paid on that day, despite anything in the promissory note or this mortgage to the contrary.

9. Mailing a written notice or demand addressed to the owner of record of the mortgaged premises or to the owner at the last address, actually furnished to mortgagee, or if none, directed to the owner at the mortgaged premises, and mailed by the United States mail, postage prepaid, will be sufficient notice and demand in any case arising under this instrument and required by the provisions of this mortgage or by law.

10. If foreclosure proceedings of any mortgage or lien of any kind superior or inferior to this mortgage are instituted, mortgagee may at its option, immediately or afterwards, declare this mortgage and the indebtedness secured due and payable.

11. The mortgagor, within ten days after request of the mortgagee, will furnish to the mortgagee or to any other person, firm, or corporation as may be designated by the mortgagee, a duly acknowledged written statement of the amount due on the mortgage and whether any offsets or defenses exist against the mortgage debt.

12. The whole of the principal amount and interest will become due at the option of the mortgagee, under any of the following conditions: after default in the payment of any principal or interest, or any installment, as provided in the note for thirty days; after default in the payment of any tax, assessment, water charges, sewer service charge, or other governmental or other charge or rate levied or charge against the mortgage premises, for thirty days after notice and demand from the mortgagee; after default subsequent to notice and demand from the mortgagee either in assigning and delivering the insurance policies insuring the building against loss, or in reimbursing the mortgagee for premiums paid on the insurance, as above provided; or after default on request of the mortgagee in furnishing a statement of the amount due on the mortgage and whether off-sets or defenses exist against the mortgage debt, as above provided.
13. The mortgagor warrants title to the premises and covenants with the mortgagee that the mortgagor is the true and lawful owner of the premises and has good right and full power to grant and mortgage them, and that the premises are free and clear of all encumbrances, except only restrictions and easements of record, taxes and assessments not yet due or delinquent, and any other matters as are indicated following the legal description of the premises expressly stated; and mortgagor further covenants that mortgagor will warrant and defend against all lawful claims of all persons except as above provided.

14. In case of a foreclosure sale, the premises, or so much as may be affected by this mortgage, may be sold in one parcel.

15. The mortgagor assigns to the mortgagee the rents, issues, and profits of the premises as further security for the payment of the obligations secured by this mortgage, and grants to the mortgagee the right to enter on the premises for the purpose of collecting the payments, and to rent the premises or any part of them, and to apply the moneys received from the rental, after payment of all necessary charges and expenses, to the obligation secured by this mortgage, on default under any of the covenants, conditions, or agreements contained in this mortgage. The mortgagor further promises and agrees, in the event of any default, to pay to the mortgagee, or to any receiver appointed to collect the rents, issues, and profits of the premises, a fair and reasonable occupational rent for the use and occupation of the premises or of any part that may be in the possession of the mortgagor; and on default in payment of the rental, to vacate and surrender possession of the premises, or that portion occupied by the mortgagor, to the mortgagee or the receiver.

16. In the event any action or proceeding is commenced (except an action to foreclose this mortgage or to collect the obligation secured by it) in which it becomes necessary to defend or assert the lien of this mortgage, whether or not the mortgage is made or becomes a party to such action or proceeding, all expenses of the mortgagee incurred in any action or proceeding to prosecute or defend the rights and lien created by this mortgage, including reasonable counsel fees, will be paid by the mortgagor, and if not paid promptly on request, will be added to the debt secured and become a lien on the mortgaged premises, and will be deemed to be fully secured by this mortgage and to be prior and paramount to any right, title, or interest, or claim to or on the premises accruing or attaching subsequent to the lien of this mortgage, and will bear interest at the rate provided for the obligation secured. This covenant will not govern or affect any action or proceeding to foreclose this mortgage or to recover or to collect the debt secured by it, which action or proceeding will be governed by the provisions of law and rules of court respecting the recovery of costs, disbursements, and allowances in foreclosure actions.

17. If all or any part of the premises are condemned and taken under the power of eminent domain, or if any award for any change or grade of streets affecting the premises are made, all damages and awards for the property taken or damaged will be paid to the holder of this mortgage, to the amount then unpaid on the indebtedness secured, without regard to whether or not the balance remaining unpaid on the indebtedness may then be due and payable; and the amount paid will be credited against the indebtedness and, if insufficient to pay the entire amount, may, at the option of the holder, be applied to the last maturing installments, and the balance of damages and awards, if any, will be paid to the mortgagor. The holder of this mortgage is given full power, right, and authority to receive any and all damages and awards.
18. If the mortgagor or any obligor on the secured note: (1) files a voluntary petition in bankruptcy under the Bankruptcy Code of the United States, or (2) is adjudicated a bankrupt under that act, or (3) is the subject of a petition filed in federal or state court for the appointment of a trustee or receiver in bankruptcy or insolvency, or (4) makes a general assignment for the benefit of creditors, then and on the occurrence of any of the conditions, at the option of the mortgagee, the entire balance of the principal amount secured, together with all accrued interest, will immediately become due and payable.

19. Mortgagor will comply with all statutes, ordinances, and governmental requirements affecting the mortgaged premises, and if mortgagor neglects, or refuses to comply and the failure or refusal continues for a period of thirty days, then, at the option of the mortgagee, the entire balance of the principal amount secured by this mortgage, together with all accrued interest, will immediately become due and payable.

[SIGNATURES ON FOLLOWING PAGE]
BY SIGNING BELOW, Mortgagor accepts and agrees to the terms and covenants contained in this Mortgage.

Signature Food Solutions, Inc., an Illinois corporation

By: ____________________________
   Tonya Van Dyke

Name: __________________________
   Tonya Van Dyke

Title: __________________________
   President

Date: __________________________
   6/18/12

STATE OF ILLINOIS )
              SS.
COUNTY OF COOK )

I, Sonia Ohnmae, a Notary Public in and for the State and County aforesaid, do hereby certify that before me this day personally appeared Tonya Van Dyke and ______________________, known to me to be the same persons whose name is subscribed to the above and foregoing document, and acknowledged to me that they executed and delivered the above and foregoing as his free and voluntary act, for the uses and purposes set forth in said Agreement, including waiver of homestead.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 16th day of June, 2012.

Notary Public
EXHIBIT “A”

LEGAL DESCRIPTION

The West 57½ Feet of the West 100.00 Feet of Lots 22, 23 and 24 (Except the North 5.00 feet taken for road by document number 0010765352) in Block 3 in Pitner and Sons 3rd Addition to Evanston, Said Addition Being a Subdivision of the Northwest ¼ of the Northwest ¼ of Section 24, Township 41 North, Range East of the Third Principal Meridian, in Cook County, Illinois.
EXHIBIT “B”

Promissory Note
PROMISSORY NOTE

Lender:
CITY OF EVANSTON
2100 Ridge Avenue
Evanston, IL 60201

Borrower:
Signature Food Solutions, Inc.
c/o Randy Crumpton
200 S. Michigan Ave. Ste. 1240
Chicago, IL 60604

$200,000.00 (Two Hundred Thousand and no/100 Dollars)

The Borrower, Signature Food Solutions, Inc., for value received, promises to pay to the order of the City of Evanston (hereafter, together with any holder hereof, called “City”), having its principal office located at 2100 Ridge Avenue, Evanston, Illinois 60201, the principal sum of $200,000.00 (Two Hundred Thousand and no/100 Dollars), within five (5) years after the date of this note (the “Maturity Date”).

In addition to payment of the principal sum to City as provided for above, the Borrower promises and agrees to pay Lender interest on the amount of principal outstanding from time to time (computed on the basis of a 360-day year for the actual number of days elapsed) at the fixed rate of 5.75% percent per annum.

Borrower shall make monthly payments to Lender, amortized over twenty (20) years. The first such payment shall be due one (1) month after the effective date of this note. The amount due for each of the first six (6) such payments shall not exceed $958.34, the interest accrued during the previous month. The amount due for subsequent payments shall not exceed $1404.17. Lender shall accept payments for no longer than five (5) years, or sixty (60) such payments, at which time Borrower shall re-pay the balance of the loan in full.

The indebtedness evidenced by this Note (including all principal and interest) is secured by a Mortgage dated _, 2012, and/or any other related loan agreement and security instruments applicable to the following real property:

Commonly known as: 2424 Dempster Street, Evanston, Illinois 60202.

Property Identification Number (“PIN”): 10-24-100-029-0000

Borrower may prepay the principal amount outstanding in whole or in part without premium or penalty of any kind. Any partial prepayment shall be applied against the principal amount outstanding.

Lender has made the loan described herein to Borrower so that Borrower may use the loan funds in order to construct, open, and operate, on the above-described property, a restaurant known as “Chicago’s Home of Chicken & Waffles.”

DEFAULTS AND REMEDIES

1
Failure of the Borrower to pay any amount due hereunder for a period in excess of ten (10) days after it becomes due and payable under this Note, whether interest, principal, or otherwise on the Maturity Date, or the occurrence of any other Default (as defined herein or in the Mortgage), shall constitute an event of default hereunder. At any time during the existence of any Default, and at the option of the City, the entire unpaid principal balance under this Note, together with interest accrued thereon and all other sums due from the Borrower hereunder or under the Mortgage or any of the other security agreements or documents (collectively, the “Loan Documents”), shall without notice become immediately due and payable.

If any attorney is engaged by the City, including in-house staff (a) to collect the indebtedness evidenced hereby or due under the Loan Documents, whether or not legal proceedings are thereafter instituted by the City; (b) to represent City in any bankruptcy, reorganization, receivership, or other proceedings affecting creditors’ rights and involving a claim under this Note; (c) to protect the liens of any of the Loan Documents; (d) to represent City in any other proceedings whatsoever in connection with this Note or any of the Loan Documents or the real estate described therein; or (e) to represent City in monitoring the loan evidenced by this Note or any renewal, restructure, amendment, or the like applicable thereto, then the Borrower shall pay to City all reasonable attorneys’ fees and expenses incurred or determined to be due in connection therewith, in addition to all other amounts due hereunder. Bank’s remedies under this Note, the Mortgage, and all of the other Loan Documents shall be cumulative and concurrent and may be pursued against the Borrower, the real estate described in the Mortgage, and any other security described in the Loan Documents or any portion or combination of such real estate and other security, and City may resort to every other right or remedy available at law or in equity without first exhausting the rights and remedies contained herein, all in the City’s sole discretion. Failure of the City, for a period of time or on more than one occasion to exercise its option to accelerate the maturity date shall not constitute a waiver of the right to exercise that option at any time during the continued existence of the Default or in the event of any subsequent Default. City shall not by any other omission or act be deemed to waive any of its rights or remedies hereunder unless such waiver is in writing and signed by the City, and then only to the extent specifically set forth therein. A waiver in connection with one event shall not be construed as continuing or as a bar to or waiver of any right or remedy in connection with a subsequent event.

OTHER MATTERS

1. **WAIVER.** The Borrower agrees to be bound and (a) waive and renounce any and all redemption and exemption rights and the benefit of all valuation and appraisement privileges against the indebtedness evidenced hereby or by any extension or renewal hereof; (b) waive presentment and demand for payment, notices of nonpayment and of dishonor, protest of dishonor, and notice of protest; (c) waive all notices in connection with the delivery and acceptance hereof and all other notices in connection with the performance, default, or enforcement of the payment hereof or hereunder; (d) waive any and all lack of diligence and delays in the enforcement of the payment hereof; (e) consent to any and all extensions of time, renewals, waivers, or modifications that may be granted by City with respect to the payment or other provisions hereof, and to the release of any security at any time given for the payment hereof, or any part thereof, with or without substitution, and to the release of any person or entity liable for the payment hereof; and (g) consent to the addition of any and all other makers, endorsers, guarantors, and other obligors for the payment hereof, and to the acceptance of any and all other security for the payment hereof, and agree that the addition of any such Obligors or security shall not affect the liability of any of Obligors for the payment hereof.
2. **GOVERNING LAW AND TIME LIMITATION.** This Note shall be construed and enforced in accordance with the laws of the State of Illinois. All disputes relating to the interpretation of the provisions of this Note shall be resolved exclusively by the federal or state court located in Cook County, Illinois, and the parties hereto hereby submit to the jurisdiction and venue of the court for such purpose. The parties hereby waive trial by jury.

3. **HEADINGS.** The headings of sections and paragraphs in this Note are for convenience only and shall not be construed in any way to limit or define the content, scope, or intent of the provisions hereof. As used in this Note, the singular shall include the plural, and masculine, feminine, and neuter pronouns shall be fully interchangeable, where the context so requires. If any provision of this Note, or any paragraph, sentence, clause, phrase, or word, or the application thereof, in any circumstances, is adjudicated to be invalid, the validity of the remainder of this Note shall be construed as if such invalid part were never included herein. Time is of the essence of this Note.

4. **BINDING OBLIGATION.** This Note and all provisions hereof shall be binding on all persons claiming under or through the Borrower, which shall include the respective beneficiaries, successors, assigns, legal and personal representatives, executors, administrators, devisees, legatees, and heirs of the Borrower.

[SIGNATURES ON FOLLOWING PAGE]
The Borrower has caused this Note to be executed as of the date first written above.

Signature Food Solutions, Inc., an Illinois corporation

By  

Name:  

Title:  

Date:

STATE OF ILLINOIS  )  
 ) SS.
COUNTY OF COOK  )  

I, Sonia Ohmae, a Notary Public in and for the State and County aforesaid, do hereby certify that before me this day personally appeared Tonya Van Dyke, known to me to be the same person whose name is subscribed to the above and foregoing document, and acknowledged to me that he/she executed and delivered the above and foregoing as his/her free and voluntary act, for the uses and purposes set forth in said Agreement.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 15th day of June, 2012.

Notary Public
Memorandum

To: Chair and Members of the Economic Development Committee
Rodney Greene, City Clerk

From: Johanna Nyden, Economic Development Division Manager

Subject: Meeting Schedule for 2015 Economic Development Committee

Date: October 10, 2014

The 2015 meeting dates for the Economic Development Committee are presented for your consideration. As usual, the meetings are scheduled for the fourth Wednesday of each of the first seven months. Based on City Council calendar and the Jewish holidays in September, staff is recommending that the August meeting be canceled in lieu of an early September meeting. November and December meeting dates have been rescheduled to accommodate the holidays.

The Economic Development Committee meetings are scheduled for 7:30pm and will be held at the Lorraine H. Morton Civic Center, 2100 Ridge Avenue, in Council Chambers unless otherwise noted.

Proposed 2015 Meeting Dates
January 28
February 25
March 25
April 22
May 27
June 24
July 22
September 9 (Second Wed. to accommodate Jewish Holidays/No August Meeting)
October 28
November 18 (Third Wed. to accommodate Thanksgiving Holiday)
December 16 (Third Wed. to accommodate December Holidays)
Memorandum

To: Chair and Members of the Economic Development Committee
From: Wally Bobkiewicz, City Manager
Johanna Nyden, Economic Development Division Manager
Subject: Issuance of a Request for Proposals for Reuse of Recycling Center (2222 Oakton Street)
Date: November 11, 2014

Recommended Action:
Staff supports a recommendation from the Economic Development Committee to City Council to direct the City Manager to develop and issue a Request for Qualifications/Proposals (RFQ/P) for reuse of the former Recycling Center located at 2222 Oakton Street.

Funding Source:
Not applicable at this time.

Background:
The future utilization of the former Evanston Recycling Center at 2222 Oakton Street has been an item of discussion over the past few years. The item was discussed most recently at the February meeting of the Economic Development Committee. Prior to that in 2011, a group convened to consider potential future uses for the property. Most recently a coalition of youth sports groups was interested in a long term lease of the property for recreational programming.

The property is adjacent to James Park and fronts Oakton Street. The property is comprised of an approximately 13,700 square foot building on a 41,500 square foot lot. The property is currently utilized for City equipment storage.

Request for Qualifications/Proposals:
Recently several entities have approached the City with interest in the property. The proposed uses have been combined dining and entertainment-based uses. Based on the type and recent influx of interest in this property on a key commercial corridor, a Request for Qualifications/Proposals (RFQ/P) is recommended as a way to manage interest in the property. Through this process, the property is presented to the
development community as a potential redevelopment opportunity with defined use parameters. The RFQ/P process is a two-step process:

1) Developers and interested parties are asked to submit qualifications and capacity to complete a redevelopment based on a set of parameters set forth through a solicitation from the City. The set of parameters are outlined in a formal public document.

2) The submissions of qualifications are evaluated and from the total submissions, several are identified as having the capacity to complete the redevelopment. This group, or “short list”, is then asked to provide their proposal for redevelopment of the site. From the proposals, a preferred development concept can be created.

There are several benefits to this process. First, the outcome creates the opportunity to attract an entity that has capacity for a project of this type. This is because the potential pool of users is first evaluated based on qualifications, experience, and capacity for redevelopment rather than through a rendering or concept depicted in a proposal. This process is also attractive to respondents. Parties that would likely do this type of project are often hesitant to expend resources to develop a proposal for redevelopment if they are one of a dozen proposals for a site. However, they are much more likely to submit qualifications for consideration to be selected to submit proposals because they are not being asked to expend resources to create something new.

Attachments:
- Map of Property
To: Chair and Members of the Economic Development Committee

From: Wally Bobkiewicz, City Manager
Johanna Nyden, Economic Development Division Manager
Paul Zalmezak, Senior Economic Development Coordinator
Meagan Jones, Economic Development Coordinator

Subject: Draft Economic Development Work Plan Update

Date: October 8, 2014

Discussion
Staff has updated the City’s Economic Development Work Plan to provide a summary of economic development work completed to date since 2010 and provide work plan objectives and action steps for the coming years to guide future economic development activities. The update provides particular emphasis around three areas:

- Continued work to promote **aspects of quality of place** – the characteristics that make Evanston the most livable city and give it a competitive advantage for attracting businesses to remain and locate in Evanston, as well as draw shoppers, visitors, and residents to the community to live, work, and enjoy our business districts;

- Promote **business district vitality**, which will work with individual business districts to identify ways to invest Economic Development Fund money on the physical environment of business districts, but also on efforts to build the capacity of individual districts to improve communications among members and ability to organize for events and district activities; and

- Support to **businesses on retention and expansion efforts** to ensure that Evanston businesses can remain and expand in Evanston.

Information on past reports and work plans can be found [here](#). Staff seeks feedback from the Economic Development Committee on additions or revisions of the attached draft Economic Development Work Plan Update.

**Attachments:**
- Draft of Economic Development Work Plan Update
City of Evanston
Economic Development Work Plan Update

Since 2010, Economic Development has been a City Council Goal. The Vision Statement adopted in 2010 has served as a guide for economic development activities for the past five years. Work Plans adopted in subsequent years have provided additional guidance for everyday work of the City on economic development matters. This document serves as an update to the economic development work plan. It is divided into two parts:

• Part I will review and summarize economic development activities completed to date; and

• Part II will review economic development plan work activities that will guide the City’s economic development efforts.
PART I: REVIEW OF ACTIVITIES TO DATE

In 2010, the City Council identified Economic Development as one of its top priorities for the City. This coincided with recovery from an economic downturn known as the Great Recession. The desire to focus on economic development was driven by a necessity to diversify Evanston’s tax base, support small businesses that make up Evanston’s day-time population and provide goods and services to the community and region, connect better with Northwestern University on entrepreneurship opportunities, and create jobs for individuals at all skill and ability levels.

In January 2010, the City Council adopted a two-page Economic Development Vision statement that identified areas of focus. These have included:

- Retain and support expansion of existing businesses through improved communication, development of finance programs, with a focus on small business;
- Attract new businesses that are not currently present in Evanston; utilize key partnerships with major institutions to bring new businesses to Evanston;
- Support commercial revitalization and redevelopment in corridors with identified plans and work with neighborhood business associations to achieve economic development priorities; and
- Develop a new Economic Development website that becomes a functional component of the City’s marketing strategy and a major interactive portal for engagement.

In 2011 and 2012 staff provided updates to the Vision that included a work plan that added additional focus to the aforementioned areas that included:

1. focus on quality of place initiatives as they related to economic development that continue to further the City of Evanston’s goal to be the most livable city;
2. support of entrepreneurship and growth-oriented start-ups;
3. support of arts and entertainment-related businesses;
4. retention and expansion of existing and attraction of retail businesses to Evanston's commercial districts; and
5) support of efforts to employ individuals in Evanston’s workforce.

The summary of City-led efforts is presented in the following pages.
RETENTION AND SUPPORT OF EXISTING BUSINESSES

The City's business retention and expansion efforts seek to better understand the needs of local businesses and respond accordingly to promote a healthy local business climate. It is Evanston's individual businesses that offer unique character and charm to business districts across the City.

Since 2010, the City has adopted a more robust façade improvement program that has assisted in the rehabilitation or introduction of new signage at over 25 storefronts throughout Evanston’s business districts. Additionally, the City has supported the retention of key manufacturing businesses such as IRMCO, Ward Manufacturing, and FEW Spirits through direct financial assistance for rehabilitation of existing facilities or funding to support equipment purchases. In 2014, through the City’s continued extension of a sales tax sharing agreement and a TIF funding agreement for rehabilitation of a vacant property made it possible for Evanston’s only car dealership, Autobarn, to expand. This expansion effort will result in more than 30 new jobs, of which Autobarn is committed to working with Evanston Township High School to fill these jobs with local employees.

Entrepreneurship is a significant element of Evanston’s business community as a result of not only Northwestern University startups, but because of the infrastructure Evanston affords entrepreneurs in the form of a lively downtown retail and restaurant district, train station business districts, a variety of office spaces, quality housing, and excellent schools.

Evanston’s entrepreneurship and high growth company network spans the entire growth spectrum including:

1. the independent professional (i.e. freelancers) based in coffee shops and home based offices;
2. the more established independent professional or “solopreneur” paying for space in one of Evanston's two co-working spaces;
3. early stage startups based in the Technology Innovation Center or Northwestern University's incubator;
4. the high growth “gazelle” companies in 3,000 to 5,000 square foot offices in downtown Evanston; and
5. supportive professional services and institutions including banks, accountants, legal services, etc.

With Evanston’s private sector partners, staff has coordinated two Evanston Edge Startup Showcase events featuring five Evanston based entrepreneurs given the opportunity to pitch their business for five minutes before crowds of 150 fellow entrepreneurs, mentors, Northwestern faculty, elected officials, and the general public.

City and library staff have coordinated over 30 entrepreneurship seminars serving approximately 250 people through the NextChapter Evanston entrepreneurship support program taught by local business owners. Unique in the Chicagoland area, NextChapter provides a platform for career changers, individuals with an idea but lacking startup know how, and home based businesses to learn from private sector success stories. The seminars are free due to the generosity of Evanston’s business community. Staff has also remained engaged in the local entrepreneurship ecosystem through periodic meetings with Northwestern University faculty and staff; coordination of high growth company peer to peer networking sessions (e.g. RISE!, Evanston Entrepreneurs League); and individual one on one meetings.
ATTRACTION OF NEW BUSINESSES

While retention has remained a key focus of Economic Development efforts, bringing new businesses that can complement the existing Evanston businesses has been a key activity for Economic Development staff. Since 2010, Evanston has significantly expanded its dining options with the addition of nearly 20 new eateries across Evanston. The new eateries have helped promote evening activity in business districts. A variety of options for lunchtime dining have also created unique and dynamic options for people living and working in Evanston. Key new businesses that have been attracted to Evanston through City efforts and support have included: Trader Joe’s, brew-pubs Smylie Brothers Brewing Company and Peckish Pig as well as production and nano-breweries, Sketchbook and Temperance. GFS Marketplace, Little Beans, small retailers like Oliver’s Trains & Toys, Brew Camp, Corrado Cutlery, Homestead Meats, and Stumble & Relish.

The closure of two Dominick’s grocery stores in late 2013 resulted in work to attract new large grocers to the area. Fortunately, coordination with City elected officials, staff, and property owners resulted in the attraction of two new stores—a Whole Foods Market and Valli Produce, both slated to open in mid-2015.

COMMERCIAL REVITALIZATION AND REDEVELOPMENT

Commercial revitalization and redevelopment in several Evanston business districts has been made possible by the efforts to build capacity among existing businesses throughout Evanston. Since 2010, the City has worked to build capacity across all of Evanston’s business districts. This work has included the creation of several new business groups including Howard Street Business Association, West Main Street Merchants Association, West End, West Village Business Association, Central Evanston Business Association, and the Noyes Street Merchants Association. The work to organize these businesses and coordinate communication has improved the City’s ability to disseminate information to businesses as well as identify areas that could be improved or support business attraction efforts to reduce vacancies.

Additionally staff has worked to implement plans identified within Tax Increment Financing (TIF) Plans as well as neighborhood plans that were established. Commercial revitalization work along the Howard Street corridor as well as west side neighborhood business districts continues to be ongoing as the City works to enhance and stabilize these key business districts through new businesses, job opportunities for residents, and business district beautification. Additionally, staff has worked to create two new TIF districts, one around commercial property at Chicago Avenue and Main Street and then other to support redevelopment efforts at the Evanston Plaza shopping center.
DEVELOPMENT OF NEW ECONOMIC DEVELOPMENT WEBSITE

The City created www.EvanstonEdge.com in 2012 to provide pertinent information on Evanston for existing and potential businesses. The information contained on the pages includes information on various City processes and available commercial properties for lease or purchase as well as feature stories on unique and interesting aspects of Evanston’s business community.

In addition to a dynamic website that changes on a weekly, if not daily basis with new information, the City’s Economic Development Division also increased its presence on social media. Social media has given the City the ability to promote events in Evanston’s business community in real-time and capture the unique and interesting stories for people to learn more about through social media. To date, the followers on Facebook have grown to nearly 700 and Twitter to nearly 600.

A bi-weekly newsletter has also been in distribution since www.EvanstonEdge.com’s debut. The newsletter highlights noteworthy events in the business community, upcoming events and other pertinent information for the business community. To date, the distribution list is comprised of slightly more than 2,300 subscribers. On average each newsletter is opened by between 30% and 40% of the subscribers. Based on benchmark industry data on open rates for email newsletters, open rates for subscriber based emails are between 15% and 20%.
PART II: ECONOMIC DEVELOPMENT PLAN UPDATE

Moving forward, the City’s economic development efforts will be guided by a desire to promote triple bottom line sustainability and enhancing Evanston as the most livable community. The plan outlined below provides an update to previous work plan’s and promotes aspects of quality of place, augmenting business district vitality efforts, and continuing to build on business retention and attraction efforts.

QUALITY OF PLACE

Quality of place is defined as a composition of characteristics that can be found throughout Evanston that define its attractiveness to new and existing businesses, customers, residents, and visitors. Richard Florida defines “quality of place” as;

1. “The combination of the built environment and the natural environment;
2. a stimulating, appealing setting for the pursuit of creative lives;
3. Diverse people of all ethnicities, nationalities, religions, and sexual orientations, interacting and providing clear cues that this is a community where anyone can fit in and make a life;
4. The vibrancy of the street life, café culture, arts, and music;
5. the visible presence of people engaging in outdoor activities—altogether a lot of active, exciting, creative goings-ons”.


As Evanston strives to be the most livable community, the continued inclusion of this area within the Economic Development plan recognizes that there are a number of qualities within Evanston that make it a distinctive, attractive and compelling place to live, to visit and to start a business. The ability to offer high quality of place amenities and attributes gives Evanston a competitive advantage over other communities and neighborhoods in Chicago. Businesses make decisions whether to locate or remain in a community often based on the ability to access amenities that are often found to promote high quality of place. Locating a business in a place that is exciting, easily reached by public transportation, and offers unique mix of dining and entertainment opportunities is an important aspect of employee retention for companies, especially startups, seeking to attract creatively driven employees who desire a healthy “live/work” balance. In order to maintain this advantage, these qualities need to be protected, promoted, and preserved.

**KEY ACTIVITIES ASSOCIATED WITH QUALITY OF PLACE WILL INCLUDE:**

- Support business districts with variety of planned events and activities to promote visitors and shoppers;
- Continue to support efforts to create health and wellness business “chamber of commerce”;
- Continue outreach to Evanston’s existing entrepreneur network to encourage and support businesses coming to Evanston that reflect technology/growth-oriented start-up culture;
- Continue to promote innovate food concepts such as shared kitchen, incubators, small markets, and small craft food production;
- Participate in B Impact Assessment efforts to assist businesses in determining how their business practices impact employees, community, and the environment;
- Support efforts to make Evanston a model community for being “age-friendly” and to prepare Evanston businesses to serve the aging baby boom population;
- Coordinate and promote unique and creative art projects throughout all of Evanston’s business districts;
- Promote new open streets programs that offer innovative and exciting ways to experience business districts;
- Expand the Parklet pilot program to include other business districts to offer “people places” in places where it is determined on-street parking spaces can safely accommodate structures; and
- Create historic walking tours phone app for areas around business districts to encourage visitors to explore business districts.
BUSINESS DISTRICT VITALITY

Increasing Business District Vitality efforts will be a two-fold approach. The first will include improvement of physical infrastructure throughout districts. This is comprised of sidewalk repair and replacement, implementation of wayfinding signage in each business district, and replacement or installation of new street furniture (benches, garbage cans, newspaper stands). The second will continue to build on the work currently underway to enhance the capacity of business districts through communications, events, and other functions.

Key activities associated with business district vitality will include:

- Enhance attractiveness of existing business districts through the investment of improved streetscapes; inclusive of planting of new trees/plantings, repair/replacement of broken sidewalks, removal of street furniture that is broken or addition of new street furniture;
- Installation of wayfinding signage in business districts to assist visitors to the area to find and better explore districts and locate businesses of interest;
- Coordination with property owners of long vacant commercial properties to create visually attractive vacant storefronts and continue to work with property owners to identify businesses to locate in spaces;
- Support coordinated events and activities throughout business districts year round that bring new visitors to business districts that engage existing “bricks & mortar” businesses;
- Update of EvanstonEdge.com to promote Evanston’s business districts through high quality and professional images of businesses and districts; increase in total feature stories about businesses in Evanston;
- Continue support of creation of special service area in the Main/Chicago/Dempster corridor to provide additional resources and support to these merchant districts; and
- Work with existing businesses districts to continue to improve capacity and function of individual business districts.

BUSINESS RETENTION AND ATTRACTION

As major projects are completed, business retention will be a cornerstone of economic development efforts. Retention efforts will include working with existing businesses to identify areas of potential technical assistance or opportunities for expansion. Additionally, efforts will include the attraction of complementary businesses to support our existing businesses.

As highlighted in previous plans, nearby shopping centers reportedly restrict their tenants from expanding within a specific radius. As a result, Evanston’s ability to attract a broad range of national retailers is limited. Therefore Evanston economic development staff will continue to proactively pursue a multifaceted effort to expand the retail sales tax base by balancing unique local retail with desired national retailers.

Support of Evanston businesses also includes assessing opportunities for new job growth and employment of Evanston residents where possible. Businesses applying for business licenses and city financial assistance are encouraged to work with Evanston’s extensive network of workforce development partners including National Able, Oakton Community College, and the Youth Job Center.
Support of Evanston’s entrepreneurial spirit will continue to be an intentional and coordinated effort. Brad Feld, author of Startup Communities: Building an Entrepreneurial Ecosystem in Your City argues that the role of government is to support entrepreneurs, not create them. He suggests government should “use the bully pulpit to stimulate the agenda versus investing directly in entrepreneurs.” He also recommends government emphatically “ask the entrepreneurs what they need!”

Staff proposes to continue to support this range of business activity with a primary focus on intentional - peer to peer networking, professional development, and early stage business development support.

**Key activities associated with business retention and attraction will include:**

- Repurpose and rebrand Façade Program as Storefront Improvement Fund to include interior build out in addition to façade;
- Coordinate with ownership of Evanston Plaza to identify tenants for shopping center;
- Support opening of Little Beans Café at 430 Asbury Avenue and identify additional indoor family-oriented activities including children’s museum, bowling, inflatable play/bounce house; creative studios;
- Design and implement a retail incubation program supporting the creation of storefront spaces for home-based businesses or individuals with ideas but limited capital;
- Identify and pursue retailers from Chicago neighborhood businesses seeking to expand or relocate;
- Work with Evanston Chamber of Commerce, Now We’re Cookin’, Evanston Inventure, and other partners to create a Women’s Entrepreneurship Group;
- Host regular series of Evanston company founders (CEO’s) events with topical focus such as staff recruiting needs, infrastructure needs, case studies, or other areas of desired interest;
- Refine Next Chapter to determine effectiveness and opportunity to provide additional resources to support entrepreneurs/increase frequency of programming and options;
- Support/“embed in” entrepreneurship-oriented activities such as RISE!, Inventure, Now We’re Cookin’, and Startup Evanston; and
- Continue outreach to NU faculty, faculty startups, and student-led startups (Kellogg, McCormick, INVO, etc.).
BUSINESS DISTRICT PLANS

Economic Development staff will continue to work to implement and execute on the business district plans identified in 2013 for the various business districts throughout Evanston. Work is organized geographically on the following pages.

Central Street is the longest east-west arterial within Evanston, anchored to the east by North Shore University Health System and stretching west to Gross Pointe Road. Central Street has its own “village” feel and is host to a multitude of small locally-based shops and boutiques specializing in everything from antiques and spices to kids clothing and couture wedding gowns. The walkable stretches of shops make this a destination for residents and visitors.

Northwestern University Athletics is also located on Central Street with Ryan Field prominently positioned to Big Ten sports enthusiasts. Both the CTA Purple Line and the Metra Union Pacific Line have stops on Central Street, making it a convenient place for shoppers, foodies and residents alike.

Central Street Objectives and Projects Include:

• Streetscape improvements on Central Street sidewalks. Central Street has a strong local retail corridor. A good pedestrian environment is essential to supporting a healthy retail environment. In order to retain and continue to attract these retailers, this infrastructure is essential.

• Support leasing of new retail and restaurant space east of Metra tracks at Central Station Apartment development. The large tract of land previously occupied by Evanston Theatres created a void that will now be filled by the construction of the new Central Station Apartments. The property will feature ground floor commercial space that can be filled by retail, services, or food services.

• Support capacity-building efforts. Identify opportunities to build capacity among merchant districts either through additional support at the business district level or through other placemaking resources such as the National Main Streets Center, Inc.

Chicago Avenue/Dempster/Main Streets district represent two business districts located within steps of the CTA Purple Line Dempster Street Station and south of downtown Evanston. Each offers a range of retail and culinary destinations as well as a number of neighborhood-serving retail and services. Three major grocery stores and Evanston’s only car dealership anchor the districts.

Chicago Avenue/Dempster/Main Streets Objectives and Projects Include:

• Coordination of consideration of Special Service Area (SSA) designation. The introduction of new businesses as well as a desire to support the environment that the existing businesses have had for a long time is driving the desire to create an SSA. Work will be done in 2014 and 2015 to identify opportunities for the creation of an SSA.

• Development & Support of food-related/culinary businesses in the area. This area currently has three major grocery stores. Adding destination food businesses will further support the businesses in this area.

• Support Leasing of vacant retail spaces west of the CTA and Metra Tracks. The deteriorating viaducts that bisect Dempster and Dempster Streets have long created a division between the west and east portions of this business district. As a result there are several key vacancies in the western corridor. With the new CTA bridges completed, the “barrier” between the two districts is less severe and with targeted marketing, that area will likely see new tenants.
• Implementation of Infrastructure Projects in the Main/Chicago TIF District. If adopted, the Main/Chicago Implementation Plan identifies several major district improvements that will enhance the attractiveness of the district. Included, but not limited to these improvements are: streetscape improvements, street repaving, alley paving, and new lighting. These improvements will support a more vibrant and attractive business district.

• Development of an energy-efficient/green building plan for older buildings. Many of the commercial buildings in these districts are Evanston’s oldest and also offer some of the least energy efficient measures (older windows and doors, inefficient heating and cooling systems). Working with local utility providers and other green stakeholders, the City will develop a financial incentive program for properties in and outside the Chicago/Main TIF district.

Downtown Evanston is a dynamic city center that offers a dynamic day-time population of over 20,000 employees that works in approximately 2 million square feet of offices throughout the district. This is in addition to approximately 14,000 residents within a half mile of Sherman and Church. Combined together, post-modern inspired office towers and contemporary condo buildings dominate the skyline of Downtown Evanston. Within the downtown there are over 100 dining options for every taste.

Downtown Evanston Objectives and Projects Include:
• Coordinate with Downtown Evanston on retention efforts, recruitment of new businesses and marketing initiatives. Downtown Evanston plays a key role in supporting recruitment of new businesses to Evanston and marketing events that draw thousands of visitors to Evanston.

• Leasing of major vacancies 1,500 square feet or greater. The real estate downturn and the contraction of many national and local retailers have resulted in a number of sizeable ground floor vacancies. Over the course of the year the City will work with brokers, property owners, building managers, and prospective retail tenants to reoccupy these spaces with uses that are complementary to Downtown Evanston.

• Redevelopment of major land vacancies to highest and best use to support day-time population. The downtown has several large vacancies that either have plans in process of formation or development. The redevelopment of these properties to support a vibrant day-time population is critical to the ongoing success of Downtown Evanston.

• Implementation of NEA Grant and EvanstArts Report. Continue to support the implementation of the EvanstonArts Report through work with the City’s Cultural Arts Coordinator. Finalize work on the Downtown Performing Arts Task Force.

• Attraction and retention of growth oriented companies for existing and new office space. Evanston is headquarters to a number of small and medium sized companies who benefit from a vibrant downtown and transit access. The city will continue to identify growth oriented companies for retention, expansion and attraction into office space and work with entrepreneurs to develop support programming and networking opportunities.

• Coordinate workforce development opportunities to benefit targeted population. Businesses are regularly seeking employees to fill vacant positions but some are having difficulties matching the skills of applicants to available positions. Workforce Development in the area will help fill these voids and decrease the unemployment rate in the City. Pursue Washington National TIF funding as potential source of funding.
Howard Street is a revitalizing mixed-use corridor sharing a municipal boundary with the City of Chicago. Along Howard Street you will find a mix of unique specialty stores, a variety of housing choices, and destination eateries. The district is anchored on the east by the Howard Street CTA station that offers Red, Purple, and Yellow Line service. The district spans west to Ridge Avenue. The corridor is comprised of mixed-use buildings that range from vintage 1920s commercial buildings to a modern high-rise apartment building. Evanston’s Howard Street Business Association is the driving force behind the revitalization of this district and meets monthly to discuss projects, new business activities, and other critical items.

Howard Street Objectives and Projects Include:

- Redevelopment of City-Owned Properties on Howard Street. The City currently owns six properties in this corridor: 623-627 ½ Howard Street (home of Peckish Pig brew-pub); 633 Howard Street (Police Outpost); 629-631 Howard Street (multi-story mixed use building housing Ward Eight and two occupied residential units); 727-729 Howard Street (vacant one-story building); 721-723 Howard Street (vacant one-story building); and 717 Howard Street (one-story building slated for demolition).

- Support for the Howard Street Business Association. Since the summer of 2010, the City has provided support and management for the business association along Howard Street. Prior to the summer of 2010, the businesses had never convened a meeting nor had coordinated activities. As new businesses have arrived on Howard Street and more individual businesses have convened to work together to improve the area, the City’s involvement in the management and organization of this group can be reduced. The City will remain involved in the association, since it owns several properties on the corridor.

- Continue work to convene Food Truck Festivals. Since 2011, the City has coordinated a “food truck festival” at the annual Starlight Concert at Brummel Park. The City will again coordinate this festival that brings hundreds of visitors to the park.

Noyes/Foster Street business district represents two concentrations of Evanston businesses that sprouted near the CTA Purple Line stations for which the districts are named. The businesses located here offer an eclectic mix of shops and restaurants that serve the residents of both the single-family homes and the Northwestern student body. The City of Evanston’s Noyes Cultural Arts Center anchors Noyes Street and offers a wide range of arts and theatre programs. The businesses surrounding the Noyes Cultural Arts Center reflect the eclectic and unique character of this district.

Noyes/Foster Street Objectives and Projects Include:

- Development and support of business district organization. The businesses currently located in this district have started the process to create a formal association. Several have indicated an interest in stronger organizational coordination to promote the performing arts offerings and connect these groups to the food, retail, and service offerings in the immediately surrounding neighborhood.

- Capital investment in Noyes Cultural Arts Center. The City’s adopted Capital Improvement Plan identifies a number of improvements necessary to complete at the Noyes Cultural Arts Center to continue to make it a viable space for Arts groups.

- Support special events coordinated by the emerging merchant district. As the merchant district continues to build its capacity, special events coordinated around the Noyes Cultural Arts Center and surrounding merchant district will be an important component of defining the business district.
Southwest area of Evanston encompasses several shopping centers that are home to large format national retailers. Main Street Commons, located south of Main Street includes a Marshalls, Starbucks, Food 4 Less, and Sam’s Club. West on Oakton Street, includes a Home Depot, PetSmart, grocery stores ALDI and GFS Marketplace, as well as Steak n’ Shake. Finally along Howard Street in the Evanston Center shopping district, includes an Office Max, Jewel/Osco, Best Buy and Target.

Southwest Objectives and Projects Include:

- Attract complementary tenants to develop on large tracts of undeveloped land in these districts. At the Evanston Center, there are currently four outlots that were never developed. The properties were recently listed for sale and several fast casual restaurants have indicated interest in locating at these parcels. On West Oakton, the property behind the new GFS Marketplace has yet to be developed.

- Develop a plan for utilization of the former Evanston Recycling Center. In 2011 and 2012 there were extensive discussions regarding the future of this property. Concepts for redevelopment ranged from an indoor recreation facility to a salt dome.

- Coordinate workforce development opportunities to benefit targeted population. Businesses are regularly seeking employees to fill vacant positions but some are having difficulties matching the skills of applicants to available positions. Workforce Development in the area will help fill these voids and decrease the unemployment rate in the City. Pursue Howard/Hartrey TIF funding as potential source of funding.

- Support development and support of business district organization. The businesses located the West Main Street/Dodge Avenue areas have started to organize to establish a merchant association. Staff will continue to assist in these efforts of self-organization.

The West Side is comprised of several commercial areas. Located adjacent to Evanston Township High School is the area of Church Street and Dodge Avenue. This area features several neighborhood businesses and services. The Evanston North Shore Contractor’s Cooperative is under construction at 1817 Church Street. Fatty’s Burgers & More and C&W Market add retail and restaurant options to the intersection of Church Street and Dodge Avenue.

The Dr. Hill neighborhood at Simpson Street and Green Bay Road features former ice cream factories and other industrial spaces converted to live work offices which now house Brella Productions, a fast growing multimedia production company, Mighty Nest, a web based natural, organic, and non-toxic product retailer, smaller independent startups, as well as the Now We’re Cookin’ culinary incubator which is a state-of-the-art facility that offers shared kitchen space, cooking classes, and a packaged food business incubator.

On the western edge of downtown Evanston is the Emerson Street corridor. Located at the corner of Green Bay Road and Emerson is Hecky’s Barbeque which attracts fans from throughout Chicagoland to the experience their famous barbeque sauce.

West Side Objectives and Projects Include:

- Continued support and facilitation of merchant groups. Assist in the work of Central Evanston Business Association incorporating businesses based at Church & Dodge, Dr. Hill, Green Bay & Emerson, and Emerson/Dodge/Dewey. These commercial areas operate largely independent of each other with fairly limited cohesive activity.

- Pursue redevelopment of key properties along Church Street between Dewey and Brown. This corridor is key to West Side development. There are opportunities to create partnerships and make a commercial intersection that draws in residents and visitors from Evanston and surrounding areas.
• Initiate planning process for cultural / heritage trail. This effort could spur on tourism in the area, lead to more commercial activity as visitors follow the trail and bolster community pride. Coordinate workforce development opportunities to benefit targeted population. Pursue West Evanston TIF as potential source of funding.

• Support expansion of growth businesses in Dr. Hill district The Dr. Hill district has a number of small successful start-up businesses that are growing and in need of larger space and more employees.

• Proactively seek out storefront improvement opportunities. There are a number of existing empty storefronts which could be physically improved and filled with growing start-up businesses looking for space.

The West End is conveniently located one mile west of Downtown Evanston and three miles east of the Edens Expressway (Interstate 94) is Evanston’s West End. Once home to Evanston’s largest employer, the Clayton Mark steel forging company (now site of Evanston Plaza shopping center), the area is now home to the West End Business Association - a tight network of small to mid-size commercial enterprises, modern manufacturing and technology companies.

**West End Objectives and Projects Include:**

• Support innovation and modernization of industrial uses within district.

• Directional Signage for West End District- Use the Wayfinding Signage Program currently being designed by UrbanWorks to assist in directing people in and around the West End business district. Use current district logo to keep the cohesive look of the area.

• Pursue options to leverage TIF and/or economic development fund to support workforce development opportunities in partnership with West End employers and existing workforce development non-profit organizations.

The West Village, centered at Dodge and Dempster, is distinctly independent and artistic. Florence Avenue is home to a small strip of storefronts that local historians say were once owned by butchers, bakers, and other storekeepers. Also located in this area is the Heartwood Center for Body Mind and Spirit which is a unique holistic health services center (an incubator of sorts) committed to providing excellence in care. Anchored by the new Valli Produce and Dance Center Evanston, the revitalization of Evanston Plaza shopping center is underway.

**WEST VILLAGE OBJECTIVES AND PROJECTS INCLUDE:**

• Pursue retail tenants for Evanston Plaza in partnership with property owner. The 200,000 square foot shopping center is under new ownership after a recent sale and several years of receivership. A renewed focus on filling vacant retail space with desirable retailers and services to drive sales tax revenue and job growth.

• Support revitalization of Florence Avenue and Greenleaf business district.

• Support efforts to enhance Dodge Avenue and Dempster Street intersection. The introduction of Starbucks to the building formerly occupied by KFC and an exterior upgrade to Burger King will continue to bring new investment to this key Evanston intersection.
### NOVEMBER 2014 UPCOMING MEETINGS & EVENTS

| Economic Development Committee | The next regularly scheduled meeting of the Economic Development Committee will be Wednesday, November 19, 2014 at 7:30 pm in City Council Chambers of the Civic Center. The October Economic Development Committee meeting was cancelled due to lack of quorum. |
| Howard Street Business Association | The next Association meeting will be held on November 11, 2014. |
| Evanston West Village Business Assoc. (EWVBA) | The next Association meeting will be held in November. |
| WestEnd Business Association | The last association meeting was held on October 28, 2014. The next meeting is TBD in November 2014. |
| Central Evanston Business Association (CEBA) | Businesses in area bound by McCormick to Green Bay/Simpson to Church have formed a business association. Their next meeting is scheduled November 5th at 9:30AM. |
| Business District Head Meeting | This is a meeting of key representatives from Evanston’s business and merchant groups. The next meeting will be held on November 18, 2014. |
| Joint Review Board | The Joint Review Board convened on October 29, 2014 at 10:00a to review the 2013 annual TIF reports. The reports were accepted by the members present. The next meeting of the Joint Review Board will be in the fourth quarter of 2015. More information on this meeting can be found here: http://www.cityofevanston.org/government/boards-committees/joint-review-board/index.php |

### On-Going Activities

<p>| Health and Wellness Initiative | The next meeting of the Health &amp; Wellness working group will be 1st quarter 2015. |
| New Business Openings, Expansion, and/or Relocations – Sept/Oct 2014 | Stone Porch (300 Church Street); Patisserie Coralie (600 Davis Street); Mattress Firm (1710 Sherman Avenue); Sparkle Cleaners of Evanston (2104 Central Street); Starbucks (1901 Dempster Street); Feast &amp; Imbibe (1601 Simpson Street); YoFresh Yogurt Café (635 Chicago Avenue); C&amp;W Market and Ice Cream Parlor (1901 Church Street); Give Me A Break Salon &amp; Spa (1906 Main Street/846 Dodge Avenue); Jan’s Antiques (2002 Dempster Street). |
| Marketing | Staff continues to utilize evanstonedge.com to feature local businesses, and also comprehensive twitter, linked in, Pinterest and Facebook strategies. |
| Technology/Entrepreneurship /Innovation Events | Economic Development Staff in collaboration with Library Staff launched NextChapter Evanston - Entrepreneurship workshops, mentoring, and events for Evanston’s earliest stage businesses to be housed on the 3rd floor of the Main Library. Private partners have been offering seminars at no cost to attendees. Latest updates on <a href="http://www.nextchaptreavanston.com/">http://www.nextchaptreavanston.com/</a> |</p>
<table>
<thead>
<tr>
<th>Staff continues its outreach to individual growth companies and entrepreneurs to determine ways in which the city can support the start-up climate in Evanston.</th>
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<tbody>
<tr>
<td>Staff has supported / co-hosted several RISE! events. RISE! is Evanston’s high growth company CEO peer-to-peer network.</td>
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<tr>
<td>Staff has begun adding Evanston-based startups to the builtinchicago.org digital startup community to raise the profile of Evanston’s startup community. <a href="http://www.builtinchicago.org/companies/map-chicago-startups">http://www.builtinchicago.org/companies/map-chicago-startups</a></td>
</tr>
<tr>
<td>Evanston Entrepreneurship Week is scheduled November 17(^{th}) – 23(^{rd}) in conjunction with <a href="http://www.evanstonentrepreneur.com">Global Entrepreneurship Week</a>. Key events include Evanston Edge Startup Showcase featuring startup business pitches and a review panel, and Ladies Who Launch – a daylong event focused on women entrepreneurship. <a href="http://www.evanstonentrepreneur.com">www.evanstonentrepreneur.com</a></td>
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</table>

**Small Business Assistance**

<table>
<thead>
<tr>
<th>Economic Development staff continues to work with existing businesses, assisting them in pursuing physical upgrades and expansions, facilitating them through the various permitting processes, etc. Staff is also working with several new small businesses ranging from cafes and restaurants to retailers, small office users and entertainment uses. Since the start of 2014, staff has worked with 67 leads for potential new small businesses.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff presented to the Economic Development Committee on May 28, 2014 a potential revision to the façade improvement program to support retail development in Evanston through small business assistance for interior build out. Program to be marketed as the Storefront Improvement Program. Discussions are expected to continue at the November EDC meeting.</td>
</tr>
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</table>

**Façade Improvement Program**

| Staff continues to meet and work with other businesses interested in the program. Recently approved projects include Bucephalus Bikes, Just Turkey, Homestead Meats, Fitness Avenues, Give Me A Break Hair & Spa, and Campus Gear. Inquiries have been received which staff expects to have applications for over the next several months. A revision of the program is currently underway which would allow for some interior build-out to be included in the list of eligible projects. Will be brought for discussion to the November Economic Development Committee meeting. See above. |

**Vacancy Rates**

<table>
<thead>
<tr>
<th>Vacancy rates as of 3(^{rd}) Quarter 2014 are:</th>
</tr>
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<tbody>
<tr>
<td>9.0% for office  8.3% for industrial  10.3% for retail/restaurant spaces</td>
</tr>
</tbody>
</table>

**Great Merchant Grant Program**

<p>| Revisions to the program were approved at the June 23, 2014 City Council meeting. A total of nine commercial districts have been approved for funding in the 2014 cycle. Staff will begin accepting applications for the 2015 cycle in November for December consideration at Economic Development Committee. |</p>
<table>
<thead>
<tr>
<th>Site location</th>
<th>Overview of Development Opportunities</th>
<th>Bldg. Area</th>
<th>Site Area (Approx.)</th>
<th>Next Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>1817 Church St.</td>
<td>City Council approved a $200,000 construction loan funded from the West Evanston TIF to redevelop 1817 Church Street as a contractor cooperative.</td>
<td>NA</td>
<td>5,764</td>
<td>The Evanston North Shore Contractors Cooperative is in the midst of interior build out. Expansion is complete. Interior framing, drywall install, and painting continues. Construction completion anticipated late-2014.</td>
</tr>
<tr>
<td>Evanston Plaza</td>
<td>A real estate ownership group of Valli Produce purchased the property for $16 million in Sept. 2014. The ownership group is working to re-tenant the shopping center.</td>
<td>N/A</td>
<td>212,373</td>
<td>Valli Produce subleased the former Dominick’s space and on September 18th, closed on purchase of the Evanston Plaza Center. TIF Redevelopment Agreement forthcoming. There are currently 8 years remaining on the lease at Evanston Plaza. Valli Produce is preparing an application for TIF Funding.</td>
</tr>
<tr>
<td>Asbury/ Oakton</td>
<td>Little Beans, a play café for children, is working to open a space at 430 Asbury. This would be the second location in addition to a Chicago location.</td>
<td>14,000</td>
<td>19,000</td>
<td>Little Beans Café has completed the special use process with the City for a café and drive-thru. Little Beans was approved for additional funding on September 22, 2014. They expect to be open in January 2015.</td>
</tr>
<tr>
<td>Chicago/ Main</td>
<td>Staff has worked with developer to create a mixed-use office/retail development.</td>
<td>90,000</td>
<td>30,424</td>
<td>The City Council approved this Planned Development at its 7/28/2014 meeting. City Council also approved a $2.9 million from the developer on Sept. 22, 2014. Staff is working with developer to finalize agreement and execute. Groundbreaking is expected in February 2015.</td>
</tr>
<tr>
<td>1801-1805 Church</td>
<td>Vacant former gas station property owned by Daniel Cheifetz.</td>
<td>n/a</td>
<td>11,000</td>
<td>Site is currently in litigation. City Council previously approved resolution granting authority to negotiate purchase of property.</td>
</tr>
<tr>
<td>727-729 Howard Street/721-723 Howard Street/717 Howard Street</td>
<td>City-owned properties located on Howard Street. Staff is currently working with a theatre company to try to relocate to this building on Howard Street.</td>
<td>4,000</td>
<td>4,000</td>
<td>Staff is working to reformulate plans for moving forward with properties. Staff is developing RFP for 717 Howard Street demolition.</td>
</tr>
</tbody>
</table>
Former "Borders" site- Maple

Downtown Evanston is primary contact with the representatives from Arthur Hill regarding refilling this space; Staff is assisting Downtown Evanston in looking for prospects.

737 Chicago Avenue

AMLI residential development has available ground floor commercial space for lease

1,186 to 7,900

NA

Staff is working with the broker to find retail/service users.

1720 Central Street

Central Station Apartment Development has available ground floor commercial space for lease

10,650

NA

Leases have been signed for 10 Mile Ale House (formerly known as Wood Shed) restaurant for the space at the corner of Central Street and Eastwood Avenue as well as a Coldwell Banker office. Several potential businesses are in negotiations.

1011 Chicago Avenue/ 222 Hartrey Avenue

Autobarn is working to relocate portions of the service and warehousing of vehicles to 222 Hartrey.

100,000+

100,000

Construction is underway at both properties. Anticipated completion of Hartrey projects is mid-2015; Fiat dealership at 1034 Chicago Avenue is open for business.

### 2014/2013 Economic Development Committee Recommended for Approval Project Tracker

*Projects approved by EDC/City Council within the last 12 months*

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Status</th>
<th>Meeting Dates</th>
<th>Funds Invested</th>
<th>Summary of Project</th>
<th>Latest Update</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>835 Chicago Avenue</td>
<td>Active – City Council Approved</td>
<td>EDC: 9/17/2014 CC: 9/22/2014</td>
<td>$2,900,000</td>
<td>Funding for TIF eligible expenses to reduce financial gap for office component of mixed-use building.</td>
<td>Working to complete; groundbreaking will commence in February 2016.</td>
<td>4Q2016</td>
</tr>
<tr>
<td>Little Beans Café</td>
<td>Active – City Council Approved</td>
<td>EDC: 9/17/2014 CC: 9/22/2014</td>
<td>$30,000 (Façade) $95,000 (Loan)</td>
<td>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.</td>
<td>Working to complete</td>
<td>1Q2015</td>
</tr>
<tr>
<td>Campus Gear (1720 Sherman Avenue)</td>
<td>Active – Project In Progress</td>
<td>EDC: 7/9/2014 CC: 8/11/2014</td>
<td>$10,000</td>
<td>Façade Improvement Project to install new signage and place new façade on new store space.</td>
<td>Submission approved by City Council on August 11th. Working to complete project. Requesting extension</td>
<td>4Q2014</td>
</tr>
<tr>
<td>Fitness Avenues (1910 Main Street)</td>
<td>Active – Project Complete</td>
<td>EDC: 7/9/2014 CC: 7/28/2014</td>
<td>$1,890</td>
<td>Façade Improvement</td>
<td>Project complete and ribbon cutting held August 6, 2014</td>
<td>3Q2014</td>
</tr>
<tr>
<td>Davis Transportation Loan</td>
<td>Active – City Council Approved</td>
<td>EDC: 7/9/2014 CC: 8/11/2014</td>
<td>$140,000</td>
<td>Loan for working capital and equipment for bus company.</td>
<td>Staff finalized agreements. Payment due in 2015.</td>
<td>4Q2014</td>
</tr>
<tr>
<td>Business Name</td>
<td>Status</td>
<td>EDC Dates</td>
<td>Amount</td>
<td>Description</td>
<td>Relevant Dates</td>
<td>Quarter</td>
</tr>
<tr>
<td>-------------------------------------</td>
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</tr>
<tr>
<td>Just Turkey Façade (2430 Main St.)</td>
<td>Closed – Project Complete</td>
<td>EDC: 2/19/2014 CC: 3/10/2014</td>
<td>$2,090</td>
<td>Seeking façade improvement funds for signage at 2430 Main Street for new business.</td>
<td>Now Open</td>
<td>1Q2014</td>
</tr>
<tr>
<td>Autobarn (Chicago/Hartrey Ave.)</td>
<td>Active – City Council approved</td>
<td>EDC: 8/7/2013; 2/19/2014; 5/28/2014 CC: 8/11/2014</td>
<td>$2.5M</td>
<td>Seeking TIF assistance for build-out at 222 Hartrey, 7B support to Cook County Assessor, and extension of Sales Tax Sharing Agreement</td>
<td>City Council approved $2.5M in TIF funding and is holding on 48 month extension of sales tax sharing agreement until concerns with neighbors can be resolved; Resolution for 7b was approved at 11/25/13 City Council meeting. EDC Recommended approval of Tax Sharing Agreement at 5/28/2014 meeting.</td>
<td>1Q2015</td>
</tr>
<tr>
<td>Career Institute (990 Grove St.)</td>
<td>Closed – No City Assistance is Necessary</td>
<td>EDC: 11/22/2013</td>
<td>$25,000</td>
<td>Build-Out Assistance at 990 Grove for Career Institute to support development of programs that will train individuals in medical fields</td>
<td>Declined City Assistance</td>
<td>NA</td>
</tr>
<tr>
<td>1801 Dempster Façade</td>
<td>Closed – Property owner does not have available funds at this time to complete façade project.</td>
<td>EDC: 10/23/2013 CC: 11/25/2013</td>
<td>$15,185</td>
<td>Renovate10/23 façade</td>
<td>Property owner does not have available funds at this time to complete façade project.</td>
<td>NA</td>
</tr>
<tr>
<td>FEW Spirits (918 Chicago Ave.)</td>
<td>Closed – Loan is funded and project is complete.</td>
<td>EDC: 10/23/2013 CC: 6/23/2014</td>
<td>$250,000</td>
<td>Loan for purchase of new equipment for additional bottling line for distillery and working capital.</td>
<td>Loan is funded.</td>
<td>2Q2014</td>
</tr>
<tr>
<td>Curt’s Café (2922 Central St.)</td>
<td>Active – City Council Approved</td>
<td>EDC: 9/25/2013 CC: 10/14/2013</td>
<td>$21,000</td>
<td>Reimbursement for up to seven Evanston resident participants who are placed in jobs.</td>
<td>Curt’s Café continues training program.</td>
<td>3Q2014</td>
</tr>
<tr>
<td>NextChapter Entrepreneurship Program (1703 Orrington Ave.)</td>
<td>Closed – Project Complete and Funding Provided</td>
<td>EDC: 9/25/2013 CC: 10/14/2013</td>
<td>$9,900</td>
<td>Support creation of Entrepreneurship education program at the EPL.</td>
<td>NextChapter is open and offering classes.</td>
<td>1Q2014</td>
</tr>
<tr>
<td>Beacon Academy</td>
<td>Closed – No City Assistance Necessary</td>
<td>EDC: 8/28/2013 CC: NA</td>
<td>$250,000</td>
<td>Seeking build-out assistance for interior space of school.</td>
<td>Determined Project did not need City funding.</td>
<td>NA</td>
</tr>
<tr>
<td>Now We’re Cookin’ (1601 Payne St.)</td>
<td>Active – Project In Process</td>
<td>EDC: 8/7/2013 CC: 9/9/2013</td>
<td>$60,933</td>
<td>Seeking funding support for entrepreneurial training for early stage food businesses</td>
<td>Funding received, status update was provided at January 2014 EDC</td>
<td>3Q2014</td>
</tr>
<tr>
<td>Project Name</td>
<td>Status</td>
<td>EDC Date</td>
<td>CC Date</td>
<td>Amount</td>
<td>Description</td>
<td>Notes</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
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</tr>
<tr>
<td>Music Institute of Chicago (1702 Sherman Ave.)</td>
<td>Closed – Project Complete and Funding Provided</td>
<td>EDC: 4/24/2013</td>
<td>CC: 5/13/2013</td>
<td>$165,000</td>
<td>Sought funds to support build-out of black box theatre and other extraordinary construction expenses</td>
<td>Project Complete – Ribbon-Cutting held on Oct 23, 2013. 3Q2013</td>
</tr>
<tr>
<td>Peckish Pig (623 Howard St.)</td>
<td>Closed – Project Complete and Funding Provided</td>
<td>EDC: 2/27/2013</td>
<td>CC: 3/18/2013</td>
<td>$200,000</td>
<td>Build-out funds for City-owned property in support of creation of restaurant at 623 Howard Street</td>
<td>Peckish opened March 13 and will participate in a ribbon-cutting on April 3, 2014. 1Q2014</td>
</tr>
<tr>
<td>Margarita Inn (1566 Oak Ave.)</td>
<td>Closed – No City Assistance Necessary</td>
<td>EDC: 2/27/2013</td>
<td>CC: NA</td>
<td>$230,000</td>
<td>Support following major rehabilitation of the hotel to offset costs in the form of a hotel tax sharing agreement of new incremental hotel occupancy taxes not to exceed approved amount.</td>
<td>Margarita Inn was able to secure bank loan without the need of City tax sharing agreement; never found necessary to move to City Council. NA</td>
</tr>
<tr>
<td>Dempster/Chicago Special Service Area</td>
<td>Active – Project in Progress</td>
<td>EDC: 4/29/2014</td>
<td>CC: NA</td>
<td>TBD</td>
<td>Chicago/Dempster and Main/Chicago merchants came to Economic Development Committee seeking funding for larger special service area for merchant districts.</td>
<td>City has retained consultant to work on project. 2015</td>
</tr>
<tr>
<td>Relocation of Police Outpost</td>
<td>Active – Project in Progress</td>
<td>EDC: 4/29/2014</td>
<td>CC: NA</td>
<td>TBD</td>
<td>Staff is actively working to identify locations for relocation and consider opportunities for lease for the Howard Street police sub-station.</td>
<td>Staff working to determine best options for relocation. 4Q2014</td>
</tr>
<tr>
<td>Homestead Meats</td>
<td>Closed – Project Complete</td>
<td>EDC: 5/28/2014</td>
<td>CC: 6/9/2014</td>
<td>$935</td>
<td>Façade Improvement</td>
<td>Funding awarded and project completed. Shop is now open. 2Q2014</td>
</tr>
<tr>
<td>Borrower</td>
<td>Date Loan Funded</td>
<td>Total Loan Amount</td>
<td>Current Monthly Payment</td>
<td>Total Amount Paid</td>
<td>Balance in Arrears</td>
<td>Remaining Balance to be Paid</td>
</tr>
<tr>
<td>-------------------------</td>
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<td>----------------------------</td>
</tr>
<tr>
<td>Corrado Cutlery 716 Main St.</td>
<td>1.25.12</td>
<td>$31,500.00</td>
<td>$437.50</td>
<td>$13,125.00</td>
<td>$0.00</td>
<td>$2,625.00 If borrower complies with all loan agreements $13,125.00* If borrower does not comply</td>
</tr>
<tr>
<td>Ward Eight 629 Howard St.</td>
<td>3.15.12</td>
<td>$362,650.00</td>
<td>$2,000.00</td>
<td>$44,472.01</td>
<td>$0.00</td>
<td>$322,650.00</td>
</tr>
<tr>
<td>Ward Eight 629 Howard St.</td>
<td>3.15.12</td>
<td>$130,000.00</td>
<td>$1,316.19</td>
<td>$28,956.18</td>
<td>$0.00</td>
<td>$110,059.76</td>
</tr>
<tr>
<td>Chicken &amp; Waffles 2424 Dempster St.</td>
<td>10.1.12</td>
<td>$200,000.00</td>
<td>$1,404.17</td>
<td>$24,619.28*</td>
<td>($11,889.14)</td>
<td>*$199,972.23 (includes accrued and unpaid interest)</td>
</tr>
<tr>
<td>NomadDreams LLC 1818 Dempster St.</td>
<td>10.22.12</td>
<td>$100,000.00</td>
<td>$395.83</td>
<td>$104,220.02</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Peckish Pig 623 Howard St.</td>
<td>3.18.13</td>
<td>$675,000.00</td>
<td>$5,500.00</td>
<td>$5,500.00</td>
<td>$0.00</td>
<td>$669,500.00</td>
</tr>
<tr>
<td>Curt’s Café 2922 Central St.</td>
<td>5.11.14</td>
<td>$15,000.00</td>
<td>$0, payments start May 11, 2015</td>
<td>$5,500.00</td>
<td>$0.00</td>
<td>$9,500.00</td>
</tr>
<tr>
<td>FEW Spirits 918 Chicago Ave.</td>
<td>6.27.14</td>
<td>$250,000.00</td>
<td>$2,775.51</td>
<td>$5,551.02</td>
<td>$0.00</td>
<td>$246,941.35</td>
</tr>
<tr>
<td>Davis Street Transportation</td>
<td>10.1.14</td>
<td>$140,000.00</td>
<td>$3,287.90</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$140,000.00</td>
</tr>
<tr>
<td>-----------------------------</td>
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<td>-------</td>
<td>-------------</td>
</tr>
</tbody>
</table>

Source: City of Evanston, City Manager’s Office

1. The City entered a lease-to-own agreement; owners have an option to purchase the property after three years (March 2015).
2. The City entered a lease-to-own agreement; owners have an option to purchase property after four years (March 2017).
# MONTHLY RETT REPORT FOR OCTOBER 2014

**DATE:** NOVEMBER 6, 2014  
**TO:** Mayor and Aldermen  
**FROM:** Rodney Greene, City Clerk  
**SUBJECT:** RETT Report -- OCTOBER 2014

## BUDGET 2014

<table>
<thead>
<tr>
<th></th>
<th>FY 2013</th>
<th>FY 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Month</td>
<td>Amount</td>
</tr>
<tr>
<td>January</td>
<td>122,065</td>
<td>55</td>
</tr>
<tr>
<td>February</td>
<td>86,775</td>
<td>56</td>
</tr>
<tr>
<td>March</td>
<td>137,094</td>
<td>75</td>
</tr>
<tr>
<td>April</td>
<td>275,644</td>
<td>118</td>
</tr>
<tr>
<td>May</td>
<td>378,779</td>
<td>123</td>
</tr>
<tr>
<td>June</td>
<td>270,866</td>
<td>131</td>
</tr>
<tr>
<td>July</td>
<td>527,936</td>
<td>134</td>
</tr>
<tr>
<td>August</td>
<td>297,970</td>
<td>142</td>
</tr>
<tr>
<td>September</td>
<td>537,470</td>
<td>97</td>
</tr>
<tr>
<td>October</td>
<td>561,435</td>
<td>81</td>
</tr>
<tr>
<td>November</td>
<td>531,675</td>
<td>82</td>
</tr>
<tr>
<td>December</td>
<td>227,470</td>
<td>98</td>
</tr>
</tbody>
</table>

**OCTOBER 2014 revenues were reduced to reflect this expenditure:** $0

**Monthly average needed to meet budget**  $239,583.00

**FY 2014 Monthly Average**  $216,933.00

**69 exemptions @ $100 ea. = $6,900; CUMULATIVE $55,100**

**There were three (5) $ million sales in OCTOBER 2014**

- 10/03/2014 -- 708 Lincoln St, $1,488,926.82 Tax $7,445.00; Seller: North Shore Builders I, Inc; Buyer: Wolcott/Yung
- 10/03/2014 -- 714 Lincoln St, $1,460,000.00 Tax $7,300.00; Seller: North Shore Builders I, Inc; Buyer: Sykes
- 10/13/2014 -- 918-920 Judson Ave, $2,156,236.00 Tax $10,785.00; Seller: Parkview Management, LLC; Buyer: Judson Investment Partners LLC
- 10/17/2014 -- 2401 Park Pl, $1,035,000.00 Tax $5,175.00; Seller: Sebastian; Buyer: Gallian
- 10/31/2014 -- 1209 Hinman Ave, $1,130,000.00 Tax $5,650.00; Seller: Jevon; Buyer: Hogan

**NSP2 sales = $0.00; CUMULATIVE $881,001**

**NSP2 purchases = $0; CUMULATIVE $0**