



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: February 14, 2025

STAFF REPORTS BY DEPARTMENT

Weekly Report for February 10, 2025 – February 14, 2025

City Manager's Office

Weekly Bids Advertised

Community Development

Weekly Zoning Report

Weekly Field Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Clerk's Office

None

Legislative Reading

NWMC Weekly Briefing

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

Monday, February 17, 2025

No Meetings

Tuesday, February 18, 2025

6:30 PM: [Evanston Arts Council Meeting](#)

7:00 PM: [Housing & Community Development Committee - CANCELED](#)

Wednesday, February 19, 2025

6:00 PM: [MWDEBE Development Committee](#)

Thursday, February 20, 2025

6:00 PM: [Equity and Empowerment Commission Meeting](#)

6:00 PM: [Parks and Recreation Board](#)

Friday, February 21, 2025

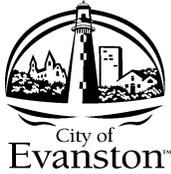
7:15 AM: [Utilities Commission](#)

Check the City's Calendar for updates:

[City of Evanston - Calendar](#)

City of Evanston Committee Webpage:

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



Memorandum

To: Luke Stowe, City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of February 10, 2025

Date: February 7, 2025

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

Bids/RFPs/RFQs sent during the Week of February 10, 2025

Bid/RFP/RFQ Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/Library Board Date
4160V Electrical Reliability	PWA	Work on this project at the existing Evanston Water Plant includes electrical equipment replacement, miscellaneous electrical improvements, renovation and extension of the existing Garage 4, replacement of garage access ramps and retaining wall, and associated structural, electrical, civil, and mechanical works.	\$16,000,000	4/08	5/12



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: February 14, 2025

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

Please contact me at (224) 296-4489 or ewilliams@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, February 6, 2025 - February 12, 2025

Backlog (business days received until reviewed): 2

Volume (number of cases pending initial staff review): 6

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	144 Greenwood Street	R1	Building Permit	Install a modular ramp with handrails	04/29/24	pending additional information from the applicant
1	1404 Forest Avenue	R1	Building Permit	Interior renovation of existing coach house (ADU)	10/09/24	non-compliant, pending revision by the applicant
1	1710 Sherman Avenue	D2	Building Permit	Interior build-out of commercial tenant space, Tropical Smoothie Cafe	12/31/24	pending Administrative Review Use application submittal from applicant
1	605 Davis Street	D3	Zoning Analysis	Planned Development for a new 31-story 330' tall mixed-use building with ground floor retail and 447 dwelling units	12/26/24	non-compliant, pending revisions from the applicant
1	1710 Sherman Avenue	D2	Zoning Analysis	Administrative Review Use for Type-2 restaurant, Tropical Smoothie	02/11/25	pending staff review
2	2118 Lake Street	R2	Building Permit	Patio and retaining wall	05/01/24	pending additional information from the applicant
2	1812 Lake Street	R3	Building Permit	Garage	06/25/24	non-compliant, pending additional information/revisions from the applicant
2	1620 Darrow Avenue	R3	Building Permit	Addition	10/02/24	pending additional information and revision from the applicant
2	807 Asbury Avenue	R1	Building Permit	Deck, window and door replacement and installation	01/15/25	pending additional information from the applicant
3	1300 Chicago Avenue (1300-1306 Chicago Avenue), 601-615 Dempster Street, 1307 Sherman Place	B1/oDM	Zoning Analysis	Planned Development for a new 7-story mixed-use building with ground floor retail, enclosed parking on ground floor, 65 dwelling units, and modification of the existing 2-story retail building with 2 dwelling units above	06/24/24	non-compliant, pending additional information/revisions from the applicant
3	1115 Hinman Avenue	R1	Building Permit	Walk between residence and garage	10/30/24	pending additional information from the applicant
3	149 Burnham Place	R1	Building Permit	Reconfigure deck	11/19/24	pending additional information from the applicant
4	990 Grove Street	D1	Zoning Analysis	Convert office space to work/live units on 1st floor and dwellings on floors 2-5	09/13/24	pending additional information from the applicant
4	1009 Wesley Avenue	R3	Building Permit	Carport	10/11/24	pending revisions from the applicant
4	1319 Maple Avenue	R5	Building Permit	Foundation and slab repair	02/12/25	pending staff review
4	1126 Oak Avenue	R3	Zoning Analysis	Small semi in-ground plunge pool	02/12/25	pending staff review
5	1811 Church Street	B2/oWE	Building Permit	New 4-story mixed-use building with ground floor retail and 33 dwelling units (HODC)	08/18/23	pending revisions and additional information from the applicant
5	2209 Emerson Street	R3	Building Permit	Deck	03/25/24	pending additional information from the applicant
5	2027 Brown Avenue	R3	Building Permit	Concrete parking pad behind garage	05/09/24	non-compliant, pending revisions and/or variation application from the applicant

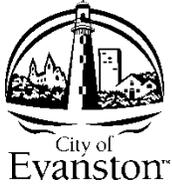
5	2112 Asbury Avenue	R3	Building Permit	Remove deck, replace with paver patio	05/16/24	pending additional information from the applicant
5	1420 Leonard Place	R3	Zoning Analysis	New efficiency home	07/23/24	pending revisions and additional information from the applicant
5	2311 Emerson Street	R3	Building Permit	3-season room addition and rear porch	08/09/24	pending additional information from the applicant
5	2115 Wesley Avenue	R3	Building Permit	Replace front porch deck, steps, and rails	09/16/24	pending additional information from the applicant
5	1836 Lemar Avenue	R2	Building Permit	Deck	10/01/24	non-compliant, pending revisions from the applicant
5	830 Hamlin Street	R4a	Building Permit	Paver patio	10/09/24	non-compliant, pending revisions from the applicant
5	2206 Maple Avenue	R4a	Zoning Analysis	Redevelopment existing surface parking lot for a new 5-story building with 30 dwellings and 29 parking spaces	10/11/24	non-compliant, pending revisions from the applicant
5	1655 Foster Street	OS	Building Permit	Antennas and related equipment	11/12/24	pending additional information from the applicant
6	2703 Hartzell Street	R1	Building Permit	Carport and concrete slab	05/01/24	pending additional information/revisions from the applicant
6	2306 Central Park Avenue	R1	Building Permit	Front portico, deck, and replace exterior stairs	09/20/24	pending additional information from the applicant
6	2429 Cowper Avenue	R1	Building Permit	Paver patio	10/28/24	non-compliant, pending revision from the applicant
6	3238 Harrison Street	R1	Building Permit	Portico	11/08/24	pending additional information from the applicant
6	3111 Thayer Street	R1	Building Permit	Garage	01/21/25	pending additional information from the applicant
6	2418 Noyes Street	R1	Building Permit	3-season porch addition and new garage	01/27/25	pending additional information and revision from the applicant
6	2230 Lincolnwood Drive	R1	Building Permit	Demolish existing detached garage, construct new detached garage	01/27/25	pending additional information and revision from the applicant
6	3309 Hayes Street	R1	Zoning Analysis	Additions at 1st and 2nd story	02/10/25	pending staff review
6	3309 Hayes Street	R1	Building Permit	Additions at 1st and 2nd story	02/11/25	pending staff review
7	1806 Chancellor Street	R1	Building Permit	Remove patio, re-install patio, stepping stones, grill pad, and patio maintenance	06/20/24	pending additional information from the applicant
7	625 Clinton Place	R1	Building Permit	Remove and replace brick paver parking pad	07/01/24	pending additional information from the applicant
7	1501 Central Street	U2	Building Permit	Parking lots, plaza, and landscaping for Ryan Stadium (NU)	07/08/24	pending additional information from the applicant
7	2000 Grant Street	R1	Building Permit	Replace front steps and portion of walk	11/04/24	pending additional information from the applicant
7	1501 Central Street	U2	Zoning Analysis	Demolish softball field bleachers and press box, construct new bleachers, pressbox, lighting, speakers, and associated improvements (NU - Sharon J. Drysdale Field)	12/26/24	pending additional information from the applicant

7	2149 Pioneer Road	R1	Building Permit	Mudroom replacement and exterior remodel	01/06/25	pending additional information from the applicant
7	2010 Hawthorne Lane	R1	Building Permit	Pave driveway	01/09/25	pending additional information from the applicant
8	1901 Howard Street	C1	Building Permit	Interior tenant improvement, expansion of A Step By Step Learning Academy, daycare center	11/06/24	pending special use application submittal by applicant
8	1003 Dobson Street	R2	Zoning Analysis	Garage	11/15/24	additional information needed from the applicant
9	2131 Keeney Street	R2	Building Permit	Driveway and walk	06/25/24	pending additional information from the applicant
9	611 Wesley Avenue	R3	Zoning Analysis	ADU	09/03/24	pending additional information from the applicant
9	1621 Monroe Street	R3	Building Permit	Interior remodel, basement kitchen	01/13/25	pending additional information from the applicant

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

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
2	900 Clark Street	RP	Planned Development	New 27-story mixed-use building with ground floor retail and 383 dwelling units	01/28/25	pending LUC 03/26/25
3	1028 Chicago Avenue	C2	Sign Variation	Sign height for 2 wall signs, one on the north facade and one on the south facade (Oscar Isberian Rugs)	02/11/25	pending staff review
5	2206 Maple Avenue	R4a	Major Variation	Major Variation for 30 dwelling units where 19 are permitted, 31 parking spaces where 49 are required, one short loading berth 25' in depth where 35' is required and covering 72% of the rear yard area where 40% is permitted in order to construct a new 5-story multi-family building	02/01/25	pending LUC 03/12/25
7	2515 Sherman Avenue	R1	Minor Variation	Building lot coverage and north interior side and east rear yard setbacks for proposed addition	01/19/25	pending additional information/revisions from the applicant
7	1103 Grant Street	R1	Minor Variation	Building lot and impervious surface coverage and interior side yard setbacks for an addition	02/10/25	determination after 03/03/25



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: February, 14 2025

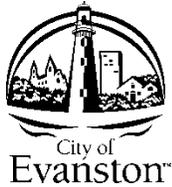
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

Please contact me at [davidwilson@cityofevanston.org](mailto: davidwilson@cityofevanston.org) if you have any questions or need additional information.

Weekly Field Inspection Report

Friday, February 14, 2025

Ward	Property Address	Construction Type	Inspector Notes	Received
4	909 Davis	Interior Remodel	City Clerks office and the Permit desk have begun to move from the Civic Center to 909 Davis. Final inspections continue on second and third floors.	2/13/2025
4	1012 Church Street Northlight Theater	Assembly	No changes. Building plans have been submitted and are currently in review. Site and Northlight signage are in good condition. No construction fence at this time.	2/13/2025
*	*	*	*	*
*	Truck Route	*	No changes. Truck route continues to monitored for speed and debris.	2/13/2025
7	1501 Central Street	Demolition	A second crane has been added on-site. Steel framing construction has begun. Street sweepers continue to address roadway dust and debris. All trucks continue to pass through truck washing station with manual washing of trucks and street. Construction fence is in place and in good condition.	2/13/2025
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*	*	*	*	*



Memorandum

To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: February 14, 2025

Ward	Property Address	Business Name	Date Received	Current Status
4	719 Main St	Button Bakery	1/30/2025	Pending Permit Issuance
1	720 Clark St	Te' Amo	1/22/2025	Pending Building Permit
8	751 Howard St	Sabrosura Coffee Bar	1/09/2025	Pending Review & Inspections
1	1710 Sherman Ave	Tropical Smoothie Café	1/02/2025	Pending Permit Issuance
2	2223 Washington St	Chicky's Kitchen Creations (in the Aux)	1/02/2025	Pending Building Permit Revisions
4	1549 Sherman Ave	Mr. Cachito	12/26/2024	Pending Building Permit
4	804 Davis St	Paris Baguette	10/30/2024	Permit Issued – Pending Inspections
4	1633 Orrington Ave	Mira Sushi Restaurant & Bar	9/11/2024	Building Permit Issued – Pending Inspections
2	1741 Maple Ave	Cozy Thai Cuisine (Relocating)	9/10/2024	Building Permit Issued – Pending Inspections
8	1717 Howard St	Showkey African Cuisine	8/26/2024	Pending Permit Application
8	565 Howard St	T & E Productions	8/22/2024	Pending Permit Issuance
1	1710 Sherman Ave	Guzman y Gomez	8/16/2024	Permit Issued – Pending Inspections
3	1310 ½ Chicago Ave	Peeled Juice Bar	5/9/2024	Pending Permit Issuance
2	2223 Washington St	The Laundry Café (in The Aux)	4/23/2024	Building Permit Issued-Pending Inspections
7	1995 Campus Dr	NU Center East Lawn Redevelopment	4/5/2024	Building Permit Issued-Pending Inspections
5	1623 Simpson St	Free Flow Kitchen	3/21/2024	Building Permit Issued-Pending Inspections
1	1618 Sherman Ave	Life Time (Smoothie Bar)	3/19/2024	Building Permit Issued-Pending Inspections
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Building Permit Issued-Pending Inspections



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: February 14, 2025

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



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING FEBRUARY 14, 2025

EDITOR'S NOTE:

The NWMC office will be closed on Monday, February 17 in observance of the President's Day holiday.

NWMC Board Approves PR Contracts, Auction Agreement, Pace Resolution, MMC Statement

Thank you to the twenty-five NWMC members represented at Wednesday night's Board of Directors meeting. The membership unanimously approved public relations contracts with Serafin & Associates/Mercury Public Affairs through the end of the spring session of the General Assembly. Efforts will focus on promotion of legislative initiatives in conjunction with the DuPage Mayors and Managers Conference and a targeted digital campaign on behalf of the Pension Fairness for Illinois Communities Coalition.

As local governments rapidly replace aging vehicles (see article below), the Board unanimously approved a new NWMC Surplus Vehicle and Equipment Auction contract with America's Auto Auction of Crestwood. The new contract covers 2025, with four possible, one-year contract extensions. The auction dates for this year are:

- Tuesday, April 22
- Tuesday, July 22
- Tuesday, October 21

Members unanimously approved a resolution supporting Pace's ReVision Plan Plus 50 concept, with an emphasis on reinstating service to areas that saw pandemic-related service cuts and expanding service to locations with sufficient residential and employment populations that can sustain it. Finally, the Board unanimously approved a statement from the Metropolitan Mayors Caucus supporting an end to the pause of federal grants for the Chicago region. \$17.9 million in previously awarded grants to the Caucus, including \$14.4 million to install EV infrastructure in communities across the region, have been paused (see related article on p. 2). *Staff contacts: Mark Fowler, Larry Bury*

SPC Vehicle Contracts Continue Strong Production

The Suburban Purchasing Cooperative (SPC) is pleased to report that strong production has increased availability for all SPC vehicle contracts. Note that most units ordered today could be delivered after May for budgeting purposes. The SPC Ford contracts are as follows:

Vehicle	Contract #	Dealer	Contact
Chevy Silverado	218	Currie Motors	Tom Sullivan
Ford F250 XL 4x2	221	Sutton Ford	Scott Ourednik
Ford F350 CC 4x2	222	Sutton Ford	Scott Ourednik
Ford F350 XL 4x2	225	Sutton Ford	Scott Ourednik
Ford F450 CC 4x2	226	Sutton Ford	Scott Ourednik
Ford F550 CC 4x2	227	Sutton Ford	Scott Ourednik
Ford F150XL	232	Currie Motors	Nic Cortellini
Ford Transit Full Size Van, Passenger Wagon & E-Transit	207	Currie Motors	Tom Sullivan
Ford Transit Connect	208	Currie Motors	Tom Sullivan
Ford Transit Connect Wagon	209	Currie Motors	Tom Sullivan
Ford Police Utility	204	Currie Motors	Tom Sullivan
Ford F-150 Police Responder	228	Currie Motors	Tom Sullivan
Ford Explorer	231	Currie Motors	Nic Cortellini
Ford Escape	206	Currie Motors	Tom Sullivan

For questions or additional information, please contact Currie Motors Municipal Sales Manager Tom Sullivan, 815-464-9200 or tsullivan@curriemotors.com or Commercial Account Manager Nic Cortellini, 815-464-9200 or ncortellini@curriemotors.com. Sutton Commercial & Fleet Account Executive Scott Ourednik may be reached at 708-720-8040 or sourednik@suttonford.com. Please note that Sutton Ford is MBE/WBE Certified. *Staff contact: Ellen Dayan*

New SPC Account Executives at Warehouse Direct – Thank You, Spencer

The SPC was recently made aware that Spencer Touchie, one of the primary contacts at Warehouse Direct for SPC Combined Office Supplies and Janitorial Supplies (Contract #189) has retired. The SPC thanks Spencer for his many years of outstanding service. Contact information for the two Senior Account Executives taking over for Spencer are Alex Weber, 847-420-3126 (cell) or alexweber@warehousedirect.com and Rick Lannert, Senior Account Executive, 847-489-0079 (cell), or ricklannert@warehousedirect.com.

Account Executive Rick Schackle remains and may be reached at rickschackle@warehousedirect.com or 847-631-7428. The local sales support team also remains the same, with Customer Service contacts Tayler Stacey 847-631-0377 and Margaret Dawson 847-631-7177. *Staff contact: Ellen Dayan*

CMAP, RTA Technical Assistance Applications Open Soon

The Chicago Metropolitan Agency for Planning (CMAP) and the Regional Transportation Authority (RTA) will be opening their joint technical assistance call for projects soon. CMAP offers a variety of [transportation, capital improvement, ADA, and watershed-related planning assistance](#) and the RTA supports [Transit-Oriented Development, transit corridor, mobility hub, and other bus and rail related planning efforts](#). To learn more about opportunities available under each program and see prior awards, visit the [CMAP](#) and [RTA](#) technical assistance pages. Applications open Monday, March 10 and close Friday, April 4. *Staff contacts: Eric Czarnota, Brian Larson*

Transportation Organizations Report Impacts of Federal Funding Freeze

Recent activity at the federal level has left communities and organizations uncertain as to the status of federal funding programs. As previously reported, IDOT has issued a circular letter indicating that projects are proceeding apace. Additionally, the Chicago Metropolitan Agency for Planning (CMAP) will discuss these concerns with the Federal Highway Administration (FHWA) in late February.

Transportation-related organizations have also analyzed the impacts of the federal activity on specific projects. [The Safe Routes Partnership](#) discusses the impact on specific programs like the various Safe Routes programs, Transportation Alternatives, Active Transportation Infrastructure Investment Program (ATIIP), and Safe Streets For All (SS4A). [Transportation for America](#) (T4A) has charted the timeline of the federal actions and their impacts by program, such as the National Electric Vehicle Infrastructure (NEVI) and the Carbon Reduction programs, and recent United States Department of Transportation (USDOT) memos. T4A also offers a visualization of the disbursements potentially at risk by state and congressional district. *Staff contacts: Eric Czarnota, Brian Larson*

Apply Today for Invest in Cook Grants

As previously reported, the 2025 Invest in Cook grant program is now open for applications. Invest in Cook offers \$8.5 million to local governments and agencies with transportation or recreational trail authority in Cook County. This funding resource supports planning, engineering, right-of-way acquisition and construction for municipal projects that follow [Connecting Cook County](#), the county's long-range transportation plan.

For more information, including a list of previously funded projects, please visit the [Invest in Cook website](#), or email InvestinCook.CC@cookcountyil.gov. Applications are due by 5:00 p.m. on Friday, March 21. *Staff contacts: Eric Czarnota, Brian Larson*

Newsy Items of the Week

Chicago Tribune: [Illinois Senate chamber back in business under colorful skylight as part of ongoing Capitol renovations](#)

Daily Herald: [Hanover Park reports lowest crime levels in village's history](#)

Daily Herald: [Transit funding crisis coming to a head in Springfield](#)

Crain's Chicago Business: [Mass transit overhaul proposals emerge in Springfield](#)

Daily Herald: [Schaumburg trustees approve village's first residential conversion of office building](#)

Crain's Chicago Business: [Illinois Realtors unveils legislative agenda aimed at easing housing shortage](#)

WTTW: [Acting CTA President Pledges Outreach, Engagement as Agency Works to Tackle Budget Gap and Draw Back Passengers](#)

Meetings and Events

NWMC Legislative Days will be held on Tuesday, February 18 through Thursday, February 20 in Springfield.

NWMC Legislative Committee will meet on Wednesday, February 26 at 8:30 a.m. via videoconference. **Please note date change.**

NWMC Local Government Communicators Committee will meet on Wednesday, February 26 at 11:00 a.m. at the Buffalo Grove Public Works Training Room, 1650 Leider Lane, and via videoconference.

NWMC Finance Committee will meet on Wednesday, February 26 at noon via videoconference. **Please note date change.**

NWMC Transportation Committee will meet on Thursday, February 27 at 8:30 a.m. via videoconference. **Please note date change.**

NWMC Staff

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Larry Bury	Deputy Director	lbury@nwmc-cog.org
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Ellen Dayan, CPPB	Purchasing Director	edayan@nwmc-cog.org
Marina Durso	Executive Assistant	mdurso@nwmc-cog.org
Brian Larson	Program Associate for Transportation	blarson@nwmc-cog.org
Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

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