



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: October 10, 2025

STAFF REPORTS BY DEPARTMENT

Weekly Report for September 29, 2025 – October 3, 2025

City Manager's Office

Weekly Bids Advertised

Community Development

Weekly Zoning Report

Weekly Field Inspection Report

Health Department

Weekly Health Department Report

Law Department

Weekly Liquor License Application Report

Clerk's Office

No Report

Legislative Reading

NWMC Weekly Briefing

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

Monday, October 6, 2025

5:30 PM: [Rules Committee](#)

Tuesday, October 7, 2025

No Meetings

Wednesday, October 8, 2025

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

Thursday, October 9, 2025

7:00 PM: [Social Services Committee](#)

Friday, October 10, 2025

No Meetings

Check the City's Calendar for updates

[City of Evanston - Calendar](#)

City of Evanston Committee Webpage:

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



Memorandum

To: Luke Stowe, City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of September 29, 2025

Date: October 3, 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 September 29, 2025

Bid/RFP/RFQ Name	Requesting Dept.	Description of Project	Budget Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Demolition of City -owned Property located at 801-809 Main Street - Rebid	CMO	The City of Evanston seeks bids for the demolition and site restoration of 801–809 Main Street, requiring full compliance with all federal, state, and local regulations, prevailing wage, and necessary permits (City, MWRD if applicable). Work includes coordinating water/sewer disconnections, rodent abatement at least 14 days prior, and installation of temporary perimeter fencing.	\$260,000	10/21	10/27
Fountain Square Design/Build Reconstruction	PWA	The City of Evanston’s Public Works Agency is seeking proposals from experienced firms to reconstruct the existing decorative zero-depth fountain at Fountain Square located at the intersection of Davis Street, Orrington Avenue and Sherman Avenue in downtown Evanston, Illinois.	\$250,000	11/04	12/08



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: October 3, 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, September 25, 2025 to October 1, 2025

Backlog (business days received until reviewed):

Volume (number of cases pending initial staff review):

Zoning Reviews (Larger Projects and Permits)

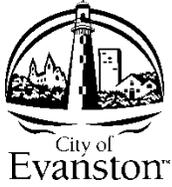
Ward	Property Address	Zoning	Type	Project Description	Received	Status
2	1615 Dodge Avenue	R3	Building Permit	Garage	05/02/25	pending additional information from the applicant
2	1425 Pitner Avenue	R2	Building Permit	New home	06/20/25	pending additional information from the applicant
2	1578 Florence Avenue	R3	Building Permit	New 2-story single-family home	07/14/25	pending additional information from the applicant
2	1507 Lee Street	R3	Building Permit	New Garage	08/20/25	pending additional information from the applicant; non-compliant
2	1029 Darrow Avenue	R3	Building Permit	New garage and ADU	09/15/25	pending staff review
3	1300 Chicago Avenue (1300-1306 Chicago Avenue), 601-615 Dempster Street, 1307 Sherman Place	B1/oDM	Zoning Analysis	Planned Development for a new 7-story mixed-use building with ground floor retail, enclosed parking on ground floor, 65 dwelling units, and modification of the existing 2-story retail building with 2 dwelling units above	06/24/24	non-compliant, pending additional information/revisions from the applicant
3	732 Judson Avenue	R1	Building Permit	Addition	10/01/25	pending staff review
4	960 Grove Street	D1	Building Permit	Conversion of existing building to 32 dwelling units	04/29/25	non-compliant, pending revisions or variation application from the applicant
4	1550-1562 Maple Avenue	D4/R6	Zoning Analysis	New 7-story multi-family residential building with 42 dwelling units and 67 parking spaces	05/08/25	pending additional information from the applicant
4	910 Custer Avenue	MXE	Building Permit	New 5-story residential building with 230 units	07/19/25	pending staff review
4	1021 Ashland Ave	R3	Building Permit	1st floor Addition	09/10/25	pending additional information from the applicant
4	1028 Greenleaf street	R1	Zoning Analysis	2nd-Story Addition	09/25/25	pending staff review
4	1550-1562 Maple Avenue	D4	Building Permit	New 7-story multi-family residential building with 42 dwelling units and 67 parking spaces	09/26/25	pending staff review
4	1018 Ridge Court	R1	Building Permit	3rd Story Addition	09/30/25	pending staff review
5	1103 Emerson Street	R6	Zoning Analysis	Demolition of existing structures (2-flat & 4-flat) and construction of a 5-story building with 6 rooming units (including 18 bedrooms), 24 dwelling units, and 5 on-site parking stalls.	07/08/25	pending staff review
5	2206 Maple Avenue	R5	Building Permit	Demolition of an existing parking lot and construction of a new 5-story, 30 unit apartment building	08/04/25	pending additional information from the applicant
5	824 Gaffield Place	R4a	Zoning Analysis	Addition and use as a Child Residential care Facility	09/30/25	pending staff review
6	2320 Pioneer Road	R4	Zoning Analysis	Convert Pioneer Place building from assisted living to independent living, reduces units/beds from 218 to 205, addition of 40 parking spaces within two new parking lots and two expanded parking lots, exterior modification to the building, and various other site improvements (Three Crowns Park)	05/07/25	pending additional information from the applicant
6	2500 Marcy Avenue	R1	Building Permit	2nd Story Addition & New Garage	08/07/25	pending additional information from the applicant
6	2301 Ridgeway Avenue	R1	Zoning Analysis	New Garage and ADU	09/10/25	pending additional information from the applicant
6	2542 Lawndale Avenue	R1	Building Permit	New Garage	09/30/25	pending staff review
7	1915 Grant Street	R3	Building Permit	Construction of 12 efficiency homes	05/05/25	pending additional information from the applicant
7	2026 Harrison Street	R3	Zoning Analysis	Addition	09/08/25	pending staff review
7	1900 Central Street	B1a/oCSC	Zoning Analysis	Demolition of the existing Chase Bank and construction of a new Chase Bank	09/22/25	pending staff review

8	1027 Havard Terrace	R2	Building Permit	New Garage	09/17/25	non-compliant; pending revisions from the applicant
9	1430 Seward Street	R2	Building Permit	Garage	07/21/25	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
1	605 Davis Street	D2/D3	Planned Development	New 31-story mixed-use tower with 445 dwelling units, including 89 on-site inclusionary dwelling units, 3,200 sf of ground floor commercial space, and 80 parking spaces with additional spaces to be leased within City garages	05/08/25	Tabled to the 10/27 City Council hearing
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 additional information from the applicant
2	1830 Dempster Street	C1	Special Use	Request for a Type 2 Restaurant for a Popeyes Chicken to operate within an existing building	08/18/25	pending future P&D review and future City Council hearing ; dates undetermined
2	1507 Lee Street	R3	Minor Variation	Minor variation to allow a new garage to be built within a front yard	09/24/25	determination after 10/14/25
4	1571 Sherman Avenue	D2	Administrative Review Use	Request for a Type 2 Restaurant for a Korean breakfast sandwich restaurant	09/24/25	pending staff review
6	3434 Central Street	R2	Planned Development	New 2-story 19,952 sf and 38 parking spaces for a Daycare Center - Child	05/13/25	pending additional information from the applicant
6	2737 Highland Avenue	R1	Major Variations	Major variations to allow an open off-street parking space in a front yard when alley access is available	07/29/25	pending LUC hearing on 11/12
7	1404 Rosalie Street	R1	Minor Variation	Minor variation to allow a new addition to be built closer to an existing detached garage than would otherwise be allowed	08/25/25	application incomplete, pending additional information
8	707 W Howard St.	B3	Text Amendment & Special Use	Zoning text amendment to allow performance entertainment venues as a special use within the B3 zone district	07/02/25	pending additional information from applicant
8	1601 Brummel Street	R2	Minor Fence Variation	Minor variation to allow a fence to be located at a zero-foot setback from a street-side property line	09/22/25	determination after 10/14/25
9	1430 Seward Street	R2	Minor Variation	Minor variation to allow a new garage to exceed the maximum lot coverage and impervious surface area	09/24/25	determination after 10/14/25



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: October, 3 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, October 3, 2025

Ward	Property Address	Construction Type	Inspector Notes	Received
*	*	*	*	*
4	1012 Church Street Northlight Theater	Assembly	MEP inspections have begun. Temporary bike lane is in place. The alleyway has been closed with offsite parking provided for residents	10/2/2025
*	*	*	*	*
*	Truck Route	*	No changes. Street sweeping continues. Truck route continues to monitored for speed and debris.	10/2/2025
7	1501 Central Street	New Construction	No changes. MEP inspections continue on-site. Steel construction continues. Canopy installation continues. Street sweepers continue to address roadway dust and debris. All trucks continue to pass through truck washing station with manual washing of trucks and street. Construction fence is in place and in good condition.	10/2/2025
*	*	*	*	*
*	*	*	*	*



Memorandum

To: Honorable Mayor and Members of the City Council

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

Services Subject: Food Establishment License Application Weekly Report

Date: Oct 3rd, 2025

Ward	Property Address	Business Name	Date Received	Current Status
7	2545 Prairie	Burl	2/27/25	Pending Fire and Building inspections
1	720 Clark St	Te' Amo	1/22/2025	Pending Final Payment
8	751 Howard St	Sabrosura Coffee Bar	1/09/2025	Pending Reviews & Inspections on Building Permit
8	1717 Howard St	Showkey African Cuisine	8/26/2024	Pending Building Permit Application
8	565 Howard St	T.E & Company	8/22/2024	Pending Building Permit Issuance
3	1310 ½ Chicago Ave	Peeled Juice Bar	5/9/2024	Pending Building Permit Issuance and Inspections
7	1995 Campus Dr	NU Center East Lawn Redevelopment	4/5/2024	Pending FCO
1	817 Noyes	Fred's Bread	4/9/25	Pending Building Inspections
4	810 Grove	Ti'an Bistro	4/22/25	Pending Health Review on Building Permit
8	743 Howard	Zion African Market	6/12/25	Pending Health Review and inspections
5	1600 Simpson	Foster School	5/12/25	Pending Health Review and Inspections on BP
1	500 Davis	The Praline Cauldron	7/8/25	Pending FCO
7	1921 Central	Tallgrass	4/17/25	Pending Reviews
7	1814 Central St	Poplar Pastries	07/29/25	Pending FCO
4	1571 Sherman Ave	New York	09/11/25	Pending Plan Reviews
3	601 Dempster St	Crepe O'Clock	9/11/25	Pending Plan Reviews
7	1030 Central St	Canal Shores Outdoor Patio	9/11/25	Pending Plan Reviews
1	809 Church St.	Crave Cookies	9/17/25	Pending Plan Reviews and Inspections
2	2400 Main St.	Snowfruit 558 – within Food4Less	9/18/25	Pending FCO



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: October 3, 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 OCTOBER 3, 2025

NWMC Pension Outreach Campaign – Week 6 – Thank You Prospect Heights!

During the closing days of the spring session, legislation to roll back Tier 2 pension reforms for all systems, including police, fire and the Illinois Municipal Retirement Fund (IMRF) was introduced as amendments to [Senate Bill 1937](#). While the legislation did not pass, there is a big push by the unions and the bill sponsors to advance the bill during October's fall veto session.

Last month, the Northwest Municipal Conference launched an outreach campaign in the lead-up to the veto session. The campaign aims to increase public awareness and push consistent legislator engagement. On Tuesday, the NWMC published its sixth weekly post to [Facebook](#) entitled, "Prospect Heights' Pension Story". Every week leading up to the veto session, the NWMC will share messaging with members and legislators. We are working with local government partners via the [Invest in Communities](#) and Pension Fairness for Illinois Communities Coalitions to amplify messages throughout the state.

The success of this campaign will rely on member engagement. Legislators will need to repeatedly hear from local government leaders about the negative effects of pensions enhancements. Throughout the campaign, the Conference will share ways that members can amplify the pension messaging. *Staff contacts: Chris Staron, Larry Bury, Mark Fowler*

SPC Extends Liquid Calcium Chloride Contract – Order Now for Before Prices Increase

The Suburban Purchasing Cooperative (SPC) Governing Board has approved a combined extension covering the third and fourth years of the contract for Liquid Calcium Chloride (Contract #213) with Sicalco, Ltd., of Hinsdale. The contract extension runs through December 4, 2027 and includes a price increase as noted below; however, Sicalco has agreed to hold prices through the remainder of the contract with the approval of this 2-year contract extension. This is the first price increase on the contract, originally awarded in 2023, so please order before December 5 to take advantage of the current price!

	Price per Gallon	Delivery	Total
Current price	\$0.52	\$0.19	\$0.71
New Price 12/5/25 -12/4/27	\$0.55	\$0.22	\$0.77

For questions or additional information, please contact staff or Frank Sibr, 630-371-2655 or fsibr@sicalco.net. *Staff contact: Ellen Dayan*

Next NWMC Surplus Vehicle & Equipment Auction Around the Corner

The fall NWMC Surplus Vehicle and Equipment Auction will be held at noon on Tuesday, October 21 at America's Auto Auction in Crestwood. Thank you to Crete, Elburn, *Lincolnshire*, *Palatine*, Tinley Park and the Tinley Park Park District for registering for the last live auction of the year. Please note vehicles and equipment can be listed for sale right up to the morning of the auction day. In addition, America's Auto Auction hosts online sales on par with other government surplus Internet auctions. Please remember that a portion of the proceeds helps support the organization's operations.

America's AA also hosts online sales on par with other government surplus Internet auctions. For more information, please contact staff or America's AA Sales Executive Manager Maria Cortez, 708-389-4488 (office), 708-676-1887 (cell) or maria.cortez@americasautoauction.com. *Staff contact: Ellen Dayan*

SPC to Host Starlink Webinar

On Friday, October 17 at 1:00 p.m., the SPC will host a webinar featuring Starlink's Internet service. As previously reported, SPC Telecommunications provider Granite Government Solutions (Contract #205) is an authorized Starlink reseller. Starlink provides a low-latency, high-performance connectivity option that multi-location organizations can seamlessly deploy across their network, even in rural and hard-to-reach locations. Backed by Granite's dedicated team of experts and one-stop-shop model, they are committed to making Starlink a seamless network addition.

Key Features:

- Starlink's Network - Granite leverages Starlink's Low Earth Orbit (LEO) satellite network to deliver high-speed, low-latency internet to enterprise customers virtually anywhere in the U.S. and Canada within Granite's footprint.
- Dependable in the Most Remote Locations - Starlink's LEO satellites orbit closer to Earth, allowing Granite to deliver reliable, high-speed internet to regions where existing options are either too costly, unreliable, or completely unavailable.
- Multi-Location Connectability - Provides employees with a dependable and consistent option to connect geographically dispersed sites, enabling effortless scalability through a cohesive, single-source solution.
- Keep Your Organization Running Reliably - Reliable, high-speed internet to regions where existing options are either too costly, unreliable, or completely unavailable. The always-on, high-speed service can be used as both a primary and secondary option to protect against outages and disaster scenarios.
- Simplified Installation and Scalability - Granite's expert technicians ensure a hassle-free, speedy installation process, minimizing downtime and disruption to your business operations. Granite's service is easier to install and scale than others, all without sacrificing reliability and performance.
- The Granite Advantage: Simplify communications management with Granite. Granite provides a single, unified solution for all your telecom needs offering the convenience of one provider, one bill, and one point of contact for everything.

Granite Starlink Expert Gray Wolfe will host the webinar. To join the presentation, please use this [link](#), enter Meeting ID: 280 133 541 492 and Passcode: aZ2TP383. For questions or additional information, please contact staff or Granite Senior Regional Account Manager Frank Ventrella, 630-649-0823 or fventrella@granitenet.com. *Staff contact: Ellen Dayan*

Plan Now, Save Later: SPC & Sourcewell Can Help Prepare for Seasonal Shifts

As cooler months approach and unpredictable weather becomes the norm, public works directors turn their attention to preparing infrastructure for seasonal changes. Tight timelines, limited staff and aging facilities often push maintenance into reactive mode, where emergency fixes cost more, take longer, and strain operations. The SPC offers support for infrastructure and operations with trusted solutions through the [SPC/Sourcewell Program Alliance](#).

Instead of enduring procurement delays or pushing projects to next year, agencies can rely on Sourcewell for fast access to competitively solicited contracts for infrastructure maintenance services. Connect with local, qualified suppliers ready to support weather-sensitive projects for everything from pavement repairs to storm system checks.

Now is the perfect time to review Sourcewell's contracts to plan for:

- Pavement maintenance and crack sealing
- Culvert, drainage, and stormwater system checks
- Utility system tune-ups
- Bridge and guardrail inspection/repair
- Fleet maintenance for utility trucks or snowplows
- Emergency response site readiness
- Community grounds care

Sourcewell's cooperative contracts eliminate delays, reduce administrative burdens, and support public purchasing requirements so your team can efficiently maintain the roads, utilities, and facilities your community relies on, no matter the season.

For questions or additional information, please visit [Explore Sourcewell Contracts](#), contact staff, or Sourcewell's Director of Government Accounts – Local Government Kathryn Rippee, 218-308-6668 (office), 850-509-4847 (cell), or Kathryn.Rippee@sourcewell-mn.gov. *Staff contact: Ellen Dayan*

Final Reminder: Councils of Mayors to Host 2026 STP-L Call for Projects Workshop

On Tuesday, October 7, the North Shore and Northwest Councils of Mayors will host a workshop for the upcoming 2026 Surface Transportation Program-Local (STP-L) Call for Projects. Please note that the workshop will now begin at 1:00 p.m. at the NWMC offices and via Zoom. Staff will review the Call for Projects timeline, provide a brief overview of STP-L funding and requirements, discuss council-specific applications, active program management and project management. This event is open to all. [Registration is available online](#), with an option to submit questions ahead of time. *Staff contacts: Eric Czarnota, Brian Larson*

Shaping the Next Federal Transportation Bill

From our partners at the Chicago Metropolitan Agency for Planning (CMAP):

With the Infrastructure Investment and Jobs Act set to expire in September 2026, CMAP is working with regional partners, civic and labor organizations, and peer metropolitan planning organizations (MPOs) across the country to outline shared principles for the next federal transportation reauthorization. Together, we've developed [One Regional Voice 2025](#), a statement of priorities calling for robust, durable revenues, enhanced safety, efficient transit and rail, maintained bridges, performance-based programming, multimodal freight, technological innovation, resilient systems, and policies that recognize the unique needs of major metropolitan areas.

Similarly, CMAP joined MPOs from other large U.S. regions to advance [common principles for reauthorization](#), including prioritizing safety, preserving core highway and transit programs, balancing formula and competitive funding, targeting investments to the nation's economic engines, and streamlining project delivery.

These efforts reflect a united call for a strong federal transportation package that ensures stable, predictable funding and empowers regions to meet the nation's evolving transportation needs. *Staff contacts: Eric Czarnota, Brian Larson*

ADA Coordinators Invited to October 14 Session on Facility Assessments

From our partners at CMAP:

The October 14 meeting of CMAP's [Regional ADA Coordinators Group](#) will focus on accessibility assessments for government buildings and facilities. Robert Judd, Manager and Senior Accessibility Consultant with Jensen Hughes, will lead a discussion on how to initiate and conduct a facility assessment. Come with questions! [Register for the October 14 meeting](#). *Staff contacts: Eric Czarnota, Brian Larson*

RSVP Today for CMAP's State of the Region Event

From our partners at CMAP:

Be sure to check your inboxes for an invitation to attend the Chicago Metropolitan Agency for Planning's State of the Region this year. Mayors get first dibs on early tickets to this event with more than 1,000 elected officials, policymakers, and civic and business leaders from across northeastern Illinois.

This is not going to be like any other government event. No sit-down dinner. No talking heads. Networking with regional leadership, diverse entertainment, food representing the region, and more, at Chicago's iconic Old Post Office. The State of the Region event takes place on Tuesday, November 4, 2025 from 5:00 to 8:00 p.m. in The Old Post Office in Chicago. The email from CMAP includes a link for your registration. For more information and to purchase tickets, please visit [State of the Region Tickets, Tue, Nov 4, 2025 at 5:00 PM | Eventbrite](#). *Staff contact: Mark Fowler*

Serve on the IMET Board of Trustees

From the desk of Illinois Metropolitan Investment Fund Executive Director Sofia Anastopoulos:

The IMET Board of Trustees is soliciting interest from eligible IMET participants who would like to serve as a trustee of the IMET Board. One board position is now open as of August 2025. A potential candidate for Board membership will be considered eligible if his or her governmental unit employer is a participant of IMET *and* if that member's account has been funded for a minimum of 90 days at the time of nomination.

In selecting candidates, IMET considers factors such as: work experience, public and professional contributions, demonstrated participation within the Illinois Metropolitan Investment Fund (IMET), geographic representation, type of public entity represented, and the candidate's personal statement of interest in the position and commitment to service to the IMET Board. To apply, please email Sofia, sofia.ana@investimet.com. *Staff contact: Mark Fowler*

Newsy Items of the Week

Streetsblog Chicago: [GOP State Rep. and Rosemont Mayor Brad Stephens on solving the transit fiscal cliff: “This can’t be a city-versus-suburbs thing.”](#)

Daily Herald: [Paratransit riders hit with major cuts to rideshare program starting this week](#)

Capitol Fax: [Pritzker announces \\$50.6 billion multi-year infrastructure program](#)

Meetings and Events

Northwest and North Shore Councils of Mayors Local Surface Transportation Program (STP-L) Call for Projects workshop will be held on Tuesday, October 7 at 1:00 p.m. at the NWMC office and via videoconference.

NWMC Board of Directors will meet on Wednesday, October 8 at 6:00 p.m. at the NWMC office and via videoconference.

NWMC Bicycle & Pedestrian Committee will meet on Tuesday, October 14 at 10:30 a.m. via videoconference.

NWMC Legislative Committee will meet on Wednesday, October 15 at 8:30 a.m. via videoconference.

NWMC Finance Committee will meet on Wednesday, October 15 at noon via videoconference.

North Shore Council of Mayors Technical Committee will meet on Thursday, October 16 at 8:30 a.m. at the *Glenview Village Hall*.

NWMC Staff

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