



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: December 12, 2025

STAFF REPORTS BY DEPARTMENT

Weekly Report for December 8, 2025 – December 12, 2025

City Manager's Office

Weekly Bids Advertised
Federal Activity Update – None

Community Development

Weekly Zoning Report
Weekly Field Inspection Report
Monthly CV/Permit Fee 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, December 15, 2025

No Meetings

Tuesday, December 16, 2025

6:00 PM: [Housing & Community Development Committee](#)

6:00 PM: [Evanston Arts Council](#)

Wednesday, December 17, 2025

8:30 AM: [Healthy Buildings Technical Committee](#)

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

Thursday, December 18, 2025

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

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

6:30 PM: [Environment Board](#)

Friday, December 19, 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 December 8, 2025

Date: December 12, 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 December 8, 2025

Bid/RFP/RFQ Name	Requesting Dept.	Description of Project	Budget Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Backup Generator for Filter Plant	PWA	Work on this project includes the complete procurement and installation of a Kohler model KG150 natural gas generator at the exterior of the filtration plant's shop dock.	\$175,000	1/13	1/26
Sludge Replacement	PWA	Work on this project includes: The complete procurement, delivery, installation, wiring, testing, and commissioning of one (1) new motor and sludge pump assembly.	\$150,000	1/27	2/9



Memorandum

To: Honorable Mayor and Members of the City Council
From: Jeremiah Bebo, Interim Planning & Zoning Manager, Development Services Supervisor/Zoning Administrator
Subject: Weekly Zoning Report
Date: 12/12/2025

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) 296-4467 or jbebo@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, December 4, 2025 to December 10, 2025

Zoning Reviews (Larger Projects and Permits)

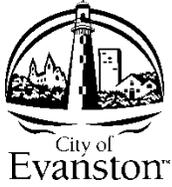
Ward	Property Address	Zoning	Type	Project Description	Received	Status
2	1578 Florence Avenue	R3	Building Permit	New 2-story single-family home	07/14/25	pending additional information from the applicant
3	551 Michigan Avenue	R5	Building Permit	Addition and interior remodel	10/14/25	pending additional information from the applicant
4	1550-1562 Maple Avenue	D4	Zoning Analysis & Building Permit	New 7-story multi-family residential building with 42 dwelling units and 67 parking spaces	05/08/25	Non-compliant, pending revisions or future submission of entitlement application
4	910 Custer Avenue	MXE	Building Permit	New 5-story residential building with 230 units	07/19/25	pending additional information from the applicant
4	1021 Ashland Avenue	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 additional information/revisions from the applicant
5	1112 Garnett Place	R4a	Building Permit	1-story Addition	10/31/25	pending additional information from 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	2309 Thayer Street	R1	Building Permit	Replace detached garage	10/27/25	pending additional information from the applicant
6	2331 Hartzell Street	R1	Zoning Analysis	Replace detached garage	11/19/25	pending additional information from the applicant
6	2331 Marcy Avenue	R1	Building Permit	1 Story Addition	12/01/25	pending additional information from the applicant
7	1900 Central Street	B1a/oCSC	Zoning Analysis	Demolition of the existing Chase Bank and construction of a new Chase Bank	09/22/25	non-compliant, pending revisions/additional information from the applicant
7	1916 Grant Street	R1	Building Permit	Addition to existing 2-flat	10/16/25	non-compliant; pending revisions from applicant
7	2026 Harrison Street	R3	Building Permit	2.5-Story Addition	11/04/25	non-compliant; pending additional information from the applicant
8	1027 Harvard Terrace	R2	Building Permit	New Garage	09/17/25	non-compliant; pending revisions from 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 additional information from the applicant
2	1710 Maple Avenue	RP	Special Use	New indoor kennel facility (Dogtopia)	11/11/25	Land Use Commission hearing scheduled for 01/14/26
2	1611 Church Street	R4	Amendment to a Previously Approved Major Variation	Modifications to the approved development plan, including the construction of an ADU above a garage, conversion of a rooming unit to a dwelling unit, and various site and building modifications.	11/10/25	pending additional information from the applicant
4	1326 Greenleaf Street	B1	Administrative Review Use	New office use located on the ground floor of an existing commercial building	12/12/25	pending staff review
5	2112 Foster Street	R3	Minor Variation	Detached accessory building (ADU) located in an interior side yard and less than 10' from principal building	07/14/25	pending application fee payment

5	824 Gaffield Place	R4a	Special Use and Zoning Text Amendment	A new Child Residential Care Home. Previously approved in 2020 but a building permit was not approved within the time frame allowed and the approval expired.	10/15/25	Planning & Development Committee meeting and City Council on January 12th agendas
5	1103 Emmerson Street	R6	Major Variations	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.	12/03/25	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	Land Use Commission hearing scheduled for 01/14/26
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	Land Use Commission hearing continued to 01/14/26
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	pending revisions from applicant
7	831 Ingleside Place	R1	Major Variation	Major variation to allow a reduced rear yard setback for an addition	12/03/25	pending staff review
8	707 W Howard Street	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	1027 Harvard Terrace	R2	Minor Variation	Impervious surface coverage for a proposed 20' x 22' 2-car detached garage with street and alley access	11/24/25	determination after 12/15/25



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: December, 12 2025

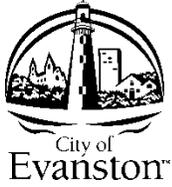
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

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, December 12, 2025

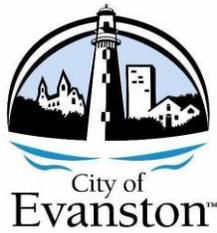
Ward	Property Address	Construction Type	Inspector Notes	Received
*	*	*	*	*
4	1012 Church Street Northlight Theater	Assembly	No changes. MEP inspections continue. Temporary bike lane is in place. The alleyway has been closed with offsite parking provided for residents	12/11/2025
*	*	*	*	*
*	Truck Route	*	No changes. Street sweeping continues. Truck route continues to monitored for speed and debris.	12/11/2025
7	1501 Central Street	New Construction	No changes. Framing inspections continue at stadium. 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.	12/11/2025
*	*	*	*	*
*	*	*	*	*



To: Luke Stowe, City Manager
From: Angela Butler, Permit Services Supervisor
Subject: Monthly Construction Valuation and Permit Fee Report
Date: December 12, 2025

Enclosed is the monthly construction valuation and permit fee report. The report compares current month and year-to-date totals with those from 2024.

Please contact me at abutler@cityofevanston.org if you have any questions or need additional information.



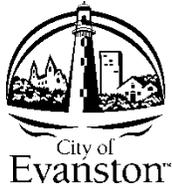
DATE: December 12, 2025
 TO: Luke Stowe, City Manager
 FROM: Angela Butler, Permit Services Supervisor
 SUBJECT: **November 2025** Construction Valuation and Permit Fee Report

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of November 2025	\$211,513.72
Total Permit Fees Collected Fiscal Year 2025	\$11,654,065.93
Total Permit fees Collected for the Month of November 2024	\$211,289.05
Total Permit Fees Collected Fiscal Year 2024	\$15,979,195.32

CONSTRUCTION VALUES

Total Construction Value for November 2025	\$8,379,140.00
Total Construction Value Fiscal Year 2025	\$1,151,405,863.00
Total Construction Value for November 2024	\$10,712,239.00
Total Construction Value Fiscal Year 2024	\$ 843,813,034.00



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: Dec 11th, 2025

Ward	Property Address	Business Name	Date Received	Current Status
7	2545 Prairie	Burl	2/27/25	Pending Inspections
8	751 Howard St	Sabrosura Coffee Bar	1/09/2025	Pending Reviews and Inspections
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
1	817 Noyes	Fred's Bread	4/9/25	Pending Final Inspections
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
7	1921 Central	Tallgrass	4/17/25	Pending Reviews and Inspections
4	1571 Sherman Ave	New York	09/11/25	Pending Plan Reviews and Inspections
3	601 Dempster St	Crepe O'Clock	9/11/25	Open/Active
7	1030 Central St	Canal Shores Outdoor Patio	9/11/25	Pending Inspections
1	809 Church St.	Crave Cookies	9/17/25	Pending FCO
2	2400 Main St.	Snowfruit 558 – within Food4Less	9/18/25	Pending Re-Insp and FCO
3	517 Dempster St.	Windfree Solar Cafe	10/09/25	Pending FCO
7	1995 Campus Dr	Luna Pub	10/09/25	Open /Active
7	1810 Central	No Longer Human	9/29/25	Pending Inspections and FCO
4	1563 Sherman Ave	Giordano's	11/20/25	Pending Reviews, Inspections, FCO
7	2002 Central St.	Moo Joe's	11/20/25	Open /Active
8	711 Howard St.	Good II Go Island Cuisine & Catering	12/2/25	Open/Active
5	1601 Simpson St.	Beit Shawarna	11/26/25	App received; pending addt. Items for review
1	1716 Sherman Ave	Night Owl Productions	12/9/25	Pending Reviews and Inspections



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: December 12, 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 DECEMBER 12, 2025

NWMC Rings in the Holidays



We were so pleased to celebrate the season with NWMC members and guests at Wednesday night's NWMC Holiday Celebration! Attendees were welcomed by *NWMC President and Libertyville Mayor Donna Johnson* and enjoyed each other's company, hors d'oeuvres and refreshments. Please mark your calendar for next year's event, which will be held on Wednesday, December 9. Happy Holidays! *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

Save the Evening: Joint NWMC-DMMC Legislative Dinner

On Wednesday, January 28, the Northwest Municipal Conference (NWMC) and the DuPage Mayors and Managers Conference (DMMC) will co-host a Legislative Reception and Dinner. This first-ever joint event will bring together municipal leaders, partners and legislators from across the region. The evening will feature a brief presentation of DMMC and NWMC legislative priorities for 2026 and provide legislators in attendance an opportunity to share their thoughts.

The event will be held from 5:30 p.m. to 8:00 p.m. at the Chicago Marriott *Schaumburg*, 50 N. Martingale Road. The cost to attend is \$100 for DMMC/NWMC member governments. For more information and to RSVP, please visit the [DMMC/NWMC Legislative Reception and Dinner](#) registration page. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron, Marina Durso*

One Week Left to Respond to the North Shore Council of Mayors STP-L Call for Projects

The North Shore and Northwest Councils of Mayors Call for Projects for 2027-2031 Surface Transportation Program-Local (STP-L) funding is about to close. The [North Shore Call for Projects](#) will be open until **Friday, December 19**, and the [Northwest Call for Projects](#) will be open until Tuesday, December 30. Project selection methodologies and application documents are available on each Council's website.

Last month, NWMC staff held a STP-L workshop where staff reviewed the Call for Projects timeline, STP-L funding overview and council-specific application requirements. A [recording of the workshop](#) can be found on the NWMC YouTube Channel. Additionally, the North Shore Council of Mayors hosted a workshop in partnership with McHenry County on the Safe Systems Approach process, which is now part of the Council's project selection criteria. A [recording of that workshop](#) is also available on the NWMC YouTube Channel.

For questions about the North Shore Council call for projects, please contact Brian Larson, blarson@nwmc-cog.org and for the Northwest Council, please contact Eric Czarnota, eczarnota@nwmc-cog.org. *Staff contacts: Eric Czarnota, Brian Larson*

NWMC Bicycle-Pedestrian and Transportation Committees Host First Networking Social



On Tuesday, members of the NWMC Bicycle-Pedestrian and Transportation Committees, municipal staff and colleagues in the consulting industry gathered for a light networking social to celebrate a year of projects and policies. Over donuts, bagels and coffee, attendees chatted and compared experiences, while a slideshow of successful projects and policies including *Streamwood's* Route 59 bicycle-pedestrian bridge, *Morton Grove's* Arterial Street Improvement Program, Pace's new ADA Transfer Facility in *Schaumburg* and others were showcased in the background. The NWMC greatly appreciates the involvement of each committee and wish all our dedicated members another great year! *Staff contacts: Eric Czarnota, Brian Larson*

IDOT Opens EV Charging Infrastructure Grant Applications

The Illinois Department of Transportation (IDOT) has opened round 3 of funding for the [Illinois National Electric Vehicle Infrastructure \(NEVI\) program](#). Access over \$65 million in reimbursable grant funding to build and operate light-duty and medium/heavy-duty charging stations. Eligible projects include publicly available EV charging stations, including upgrades to existing or new stations within three miles of eligible roadways. Applications are due by Friday, February 13. For more information, including how to apply and access to recorded informational webinars, please visit the [Illinois NEVI website](#) or read the [NOFO](#). *Staff contacts: Eric Czarnota, Brian Larson*

Granite Has Solutions to Replace Plain Old Telephone Service (POTS) and Analog Lines

As previously reported and as part of its efforts to transition customers away from analog voice POTS lines, AT&T is moving forward with plans to “grandfather” POTS services across most of its territory by March 1, 2026. Please see today’s “Newsy Items of the Week” on page 4 for a related article.

SPC Telecommunications provider [Granite Government Solutions](#) (Contract #205) has received numerous notices from AT&T indicating that their wire centers will begin grandfathering services which means that rates for analog phone lines will increase and service issues will not be corrected. Over the coming weeks, Granite Senior Regional Account Manager Frank Ventrella will contact municipalities to discuss cost-effective solutions to this problem. If you have analog phone lines with any carrier, please request a free consultation from Granite. For questions or additional information, please contact staff or Frank Ventrella, 630-649-0823 or fventrella@granitenet.com. *Staff contact: Ellen Dayan*

US DOT Opens BUILD Grants Call for Projects

The U.S. Department of Transportation (US DOT) Better Utilizing Investments to Leverage Development (BUILD) grant program is now open and accepting applications. BUILD is a competitive grant program that provides funding for “planning or constructing surface transportation infrastructure projects that will improve safety; environmental sustainability; quality of life; mobility and community connectivity; economic competitiveness and opportunity including tourism; state of good repair; partnership and collaboration, and innovation.” Eligible projects include Title 23 federal-aid highways and bridges, where \$1.5 billion in funding will be available, with awards ranging from \$5 million to \$25 million for urban capital projects. Read more by visiting the [BUILD NOFO](#). Applications are due by 4:00 p.m. on Saturday, February 24. *Staff contacts: Eric Czarnota, Brian Larson*

RTA Opens Access to Transit Call for Projects

From our partners at the Regional Transportation Authority (RTA):

The call for projects is now open through Friday, January 16 for RTA’s [Access to Transit program](#), which improves access to the regional transit system for people walking and biking, implementing recommendations from planning studies completed through the RTA’s [Community Planning program](#). To date, Access to Transit has funded fifty-one projects in municipalities throughout the region for a total investment of \$23.8 million.

Eligible projects include ADA accessibility improvements, bicycle infrastructure, intersection improvements, sidewalk gap connections, wayfinding, and more. Newly eligible this year from [Senate Bill 2111](#) are Trail-Supportive Development infrastructure improvements that are located within one-quarter mile of a public trail and are designed to facilitate access to and use of public transit.

RTA staff are offering a virtual Open House session during which applicants can ask questions about the application process, about specific project ideas, and anything else related to the call for projects. Potential applicants can participate at any time during the Open House session on Wednesday, January 7, 2026 – 9:30 to 10:30 a.m. [Register here](#).

Applicants can email questions to applications@rtachicago.org or contact RTA Government Affairs staff to be connected to the Local Planning team. *Staff contacts: Eric Czarnota, Brian Larson*

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

On Saturday, January 17, the Illinois Commission on Diversity and Human Relations (ICDHR) will hold its 56th annual Dr. Martin Luther King, Jr. Remembrance & Commemoration Dinner and Concert. As noted in the invitation, this year’s theme is “Reawakening Creative Maladjustment,” meaning that “there are certain aspects of society to which no person of goodwill should ever become adjusted.” The Keynote Speaker for this year’s celebration is Illinois Supreme Court Justice Elizabeth M. Rochford.

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

Newsy Items of the Week

WTTW: [From Skepticism to Savings: Suburban Pension Consolidation Helps Ease Burden for Illinois Taxpayers](#)

Daily Herald: [Paint recovery program makes it easier to get rid of old products at no cost](#)

Capitol News Illinois: [ComEd launches new discount program for low-income customers](#)

NBC 5 Chicago: [As AT&T plans to end landline service in Illinois, here's why, a looming deadline and more](#)

Daily Herald: [Merry Metra — railroad launches product line just in time for the holidays](#)

Meetings and Events

NWMC Legislative Committee will meet on Wednesday, December 17 at 8:30 a.m. via videoconference.

NWMC Staff

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

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