



Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: December 6, 2024

STAFF REPORTS BY DEPARTMENT

Weekly Report for December 2, 2024 – December 6, 2024

City Manager's Office

Monthly Financial Report - October

Community Development

Weekly Zoning Report

Weekly Field Inspection Report

Monthly CV/Permit Fee Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Clerk's Office

FOIA Report

Legislative Reading

NWMC Weekly Briefing

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

Monday, December 9, 2024

- 4:30 PM: [Referrals Committee](#)
- 5:00 PM: [Administration & Public Works Committee](#)
- 5:30 PM: [Planning & Development Committee](#)
- 5:45 PM: [City Council](#)

Tuesday, December 10, 2024

- 5:00 PM: [Finance & Budget Committee - CANCELED](#)
- 7:00 PM: [Preservation Commission](#)
- 7:00 PM: [Community Meeting: Chicago Avenue Corridor Project](#)

Wednesday, December 11, 2024

- 6:00 PM: [Land Use Commission - CANCELED](#)

Thursday, December 12, 2024

- 6:30 PM: [Evanston Environment Board](#)
- 7:00 PM: [Social Services Committee](#)
- 7:00 PM: [Preservation Commission Special Meeting](#)
- 7:00 PM: [Envision Evanston 2045 Meeting](#)

Friday, December 13, 2024

- 2:30 PM: [Liquor Control Review Board](#)

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
 Subject: October 2024 Monthly Financial Report
 Date: November 26, 2024

Please find attached the financial statements as of October 31, 2024. A summary by fund for revenues, expenditures, fund, and cash balances is as follows.

City of Evanston
Cash & Investment Summary by Fund
October 31, 2024

Fund #	Fund	Revenue	Expense	Net	Fund Balance	Cash Balance
100	General	128,610,930	126,684,017	1,926,913	50,993,385	46,800,824
170	American Rescue Plan	1,176,051	6,540,381	(5,364,330)	(3,329,359)	19,950,809
175	General Assistance	1,156,209	1,011,712	144,497	1,439,342	1,439,750
176	Human Services	4,208,660	4,173,726	34,934	2,423,944	2,423,944
177	Reparations	1,028,542	2,504,427	(1,475,884)	78,191	78,191
178	Sustainability	1,114,742	737,679	377,063	1,164,363	1,164,363
180	Good Neighbor	3,272,084	1,750,903	1,521,181	1,709,506	1,709,506
185	Library	9,268,906	6,905,542	2,363,364	7,190,135	7,193,489
186	Library Debt Service	574,676	110,642	464,034	466,815	466,815
187	Library Capital Improvement FD	-	157,800	(157,800)	(646,314)	(646,314)
200	MFT	3,177,548	2,610,944	566,604	6,850,809	6,545,942
205	E911	1,351,112	1,475,551	(124,439)	1,436,335	1,075,035
210	Special Service Area (SSA) #9	619,030	618,341	688	13,940	13,939
215	CDBG	788,649	1,379,746	(591,096)	(531,773)	(379,425)
220	CD Loan	25,288	57,103	(31,815)	359,149	359,150
235	Neighborhood Improvement	559	1	558	23,443	23,443
240	Home	129,646	134,102	(4,456)	3,399	3,399
250	Affordable Housing	1,733,085	238,745	1,494,340	4,264,966	4,420,033
320	Debt Service	15,211,551	2,424,377	12,787,173	15,692,209	15,692,209
330	Howard Ridge	1,421,225	1,298,040	123,185	1,960,022	1,945,796
335	West Evanston	2,194,492	1,366,456	828,036	3,045,070	3,045,012
340	Dempster-Dodge-TIF	526,773	172,736	354,037	1,002,295	1,002,237
345	Chicago Main-TIF	1,295,123	532,350	762,773	984,819	984,760
350	Special Service Area (SSA) #6	235,550	214,230	21,320	55,546	277,408
355	Special Service Area (SSA) #7	146,283	139,844	6,439	20,775	20,775
360	Special Service Area (SSA) #8	59,349	57,832	1,517	8,669	8,670
365	Five-Fifth TIF	1,118,628	331,030	787,599	650,210	650,152
415	Capital Improvements	20,668,177	14,657,009	6,011,168	(2,162,242)	6,623,981
416	Crown Construction	1,003,593	635,488	368,105	5,172,211	5,172,212
417	Crown Community CTR Maintenance	145,830	-	145,830	810,871	810,871
420	Special Assessment	1,150,177	367,047	783,130	1,346,188	1,346,188
505	Parking	8,821,567	8,433,518	388,048	2,923,118	2,345,089
510-513	Water	47,061,668	38,313,311	8,748,357	14,179,408	11,270,107
515	Sewer	7,881,708	5,678,542	2,203,166	10,790,440	9,094,877
520	Solid Waste	5,773,414	5,213,221	560,193	3,491,345	2,379,729
600	Fleet	3,611,823	3,226,346	385,477	1,767,102	235,176
601	Equipment Replacement	4,338,531	1,210,394	3,128,136	6,578,114	4,087,660
605	Insurance	17,877,401	17,154,587	722,814	4,012,946	5,347,106

Please note that the attached supporting documents have been updated to show further fund and department analysis.

Included above are ending fund and cash balances as of October 31, 2024. Cash balance represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations.

Fund balance includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses

FY 2024 Actual Revenues (Through 10/31/2024)					
Account Description	100 GENERAL FUND	177 REPARATIONS FUND	700 FIRE PENSION FUND	705 POLICE PENSION FUND	Grand Total
BUILDING PERMITS	15,493,278	-	-	-	15,493,278
STATE INCOME TAX	11,334,776	-	-	-	11,334,776
PROPERTY TAXES	9,028,439	-	-	-	9,028,439
SALES TAX - BASIC	8,848,380	-	-	-	8,848,380
SALES TAX - HOME RULE	6,819,558	-	-	-	6,819,558
RECREATION PROGRAM FEES	6,558,530	-	-	-	6,558,530
TICKET FINES-PARKING	3,026,841	-	-	-	3,026,841
WHEEL TAX	2,540,019	-	-	-	2,540,019
LIQUOR TAX	2,468,962	-	-	-	2,468,962
ELECTRIC UTILITY TAX	2,432,097	-	-	-	2,432,097
PARKING TAX	2,430,316	-	-	-	2,430,316
REAL ESTATE TRANSFER TAX	1,419,170	1,000,000	-	-	2,419,170
AMBULANCE SERVICE	2,286,513	-	-	-	2,286,513
MUNICIPAL HOTEL TAX	2,055,750	-	-	-	2,055,750
PERSONAL PROPERTY REPLACEMENT TAX	2,021,781	-	-	-	2,021,781
STATE USE TAX	1,802,121	-	-	-	1,802,121

There is a three (3) months lag in some of the state distributed revenues like Sales Tax, Home Rule Sales Tax, Use Tax and Telecommunication Tax.

The financials as of October 31, 2024, show the General Fund with a fund balance of \$50,993,385 and cash balance of \$46,800,824. General Fund revenues are at 96% and expenses at 88%. On October 28th, City Council approved inter-fund transfers of \$2.3 and \$1.0 million to the Equipment Replacement and Special Assessment funds, respectively.

Revenues are at 96% largely due to second installment property taxes and permit revenues from the stadium project. Through October, the City has received \$10,819,765 of permit revenue from the Ryan Field Northwestern stadium project. Since permit revenue from this project was not included as part of the FY 2024 budget, the City Council has recommended that these funds remain in the General Fund and be used to cover budgeted deficits in FY 2025.

General Fund Expenses by Category

General Fund	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
Expenses						
Salary and Benefits	88,012,393	69,992,190	80%	75,748,150	64,959,743	86%
Insurance and Other Chargebacks	29,518,684	29,074,005	98%	28,934,436	19,592,447	68%
Services and Supplies	19,446,153	16,640,744	86%	16,965,457	15,585,500	92%
Interfund Transfers	4,887,100	7,366,670	151%	4,248,750	6,753,599	159%
Capital Outlay	272,000	2,799,957	1029%	694,500	246,670	36%
Miscellaneous	1,545,213	704,284	46%	617,822	325,213	53%
Community Sponsored Organizations	120,000	105,909	88%	120,000	55,264	46%
Contingencies	126,000	257	0%	408,500	144,345	35%
Expenses Total	143,927,543	126,684,017	88%	127,737,614	107,662,781	84%

Through October 31, 2024, Police spent 98% of budget for overtime, and Fire spent 101% of the annual budget.

Overtime Expenses	2023 Actual	2024 Budget	2024 YTD	% Budget
Police	\$1,862,988	\$ 1,736,349	1,706,943	98%
Fire	\$1,005,238	\$ 1,084,000	1,098,732	101%

Enterprise Funds

Through October 31, 2024, the Water Fund is showing a fund balance of \$14,179,408 and a cash balance of \$11,270,107. Capital projects funded by IEPA loans have begun. These projects are budgeted in Other Revenue and expenses in Capital Outlay.

Other Funds

Through October 31, 2024, the Capital Improvements Fund is showing a negative fund balance of \$2,162,242 and a cash balance of \$6,623,981.

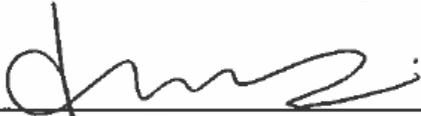
Through October 31, 2024, the Fleet Fund is showing a fund balance of \$1,767,102 and a cash balance of \$235,176. This difference is largely a result of inventory on hand that is reflected as an asset in the fund balance but reduced from the cash balance.

Through October 31, 2024, the Insurance Fund is showing a fund balance of \$4,012,946 and a cash balance of \$5,347,106.

If there are any questions on the attached report, please contact me by phone at (847) 448-8082 or by email: hdesai@cityofevanston.org. For additional financial reports, please visit: <https://www.cityofevanston.org/government/transparency/budget-financial-reports>

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the October 31, 2024 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
100 GENERAL FUND						
Revenue						
Interfund Transfers	9,623,390	7,186,690	75%	7,733,949	6,444,950	83%
Interest Income	500,000	1,681,305	336%	55,000	1,339,084	2435%
Other Revenue	11,834,293	1,372,512	12%	11,254,054	1,304,470	12%
Charges for Services	1,122,407	9,763,898	870%	8,785,075	8,717,146	99%
Fines and Forfeitures	3,725,000	3,374,943	91%	3,632,500	3,431,693	94%
Intergovernmental Revenue	3,966,034	3,235,244	82%	3,116,184	3,187,992	102%
Licenses, Permits and Fees	7,336,450	18,021,861	246%	7,543,450	5,570,013	74%
Other Taxes	66,300,000	54,969,659	83%	56,570,000	55,114,355	97%
Property Taxes	29,047,402	29,004,818	100%	29,047,402	16,682,037	57%
Revenue Total	133,454,976	128,610,930	96%	127,737,614	101,791,740	80%
Expenses						
12 LEGISLATIVE	-	4,911		-	2,608	
13 CITY COUNCIL	594,133	491,432	83%	658,324	491,271	75%
14 CITY CLERK	535,355	313,251	59%	360,108	290,226	81%
15 CITY MANAGER'S OFFICE	10,177,532	10,348,429	102%	8,143,075	9,320,158	114%
17 LAW	1,354,786	1,008,526	74%	988,558	896,499	91%
19 ADMINISTRATIVE SERVICES	15,148,003	11,502,334	76%	12,537,670	10,725,993	86%
21 COMMUNITY DEVELOPMENT	4,687,076	3,304,527	71%	4,183,421	2,802,289	67%
22 POLICE	35,221,511	27,679,840	79%	29,214,097	26,295,596	90%
23 FIRE MGMT & SUPPORT	22,110,663	18,464,155	84%	18,689,924	17,674,041	95%
24 HEALTH	1,817,273	1,509,487	83%	1,413,058	1,348,503	95%
30 PARKS AND RECREATION	14,547,351	15,396,498	106%	12,751,313	10,455,813	82%
40 PUBLIC WORKS AGENCY	15,868,893	11,104,170	70%	13,708,631	11,007,775	80%
99 NON-DEPARTMENTAL	21,864,968	25,556,455	117%	25,089,436	16,352,008	65%
Expenses Total	143,927,543	126,684,017	88%	127,737,614	107,662,781	84%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
170 AMERICAN RESCUE PLAN						
Revenue						
Interest Income	50,000	1,161,323	2323%	-	1,194,740	
Other Revenue	-	14,728		-	20,996	
Intergovernmental Revenue	-	-		-	-	
Revenue Total	50,000	1,176,051	2352%	-	1,215,736	
Expenses						
Capital Outlay	10,188,900	2,779,976	27%	800,000	805,844	101%
Community Sponsored Organizations	-	457,076		-	-	
Insurance and Other Chargebacks	100,000	28,154	28%	850,000	80,170	9%
Interfund Transfers	1,250,000	1,667,200	133%	2,600,000	1,875,032	72%
Miscellaneous	10,294,191	1,025,684	10%	18,500,000	766,832	4%
Salary and Benefits	-	1,031		-	351,113	
Services and Supplies	3,275,000	581,261	18%	-	992,663	
Expenses Total	25,108,091	6,540,381	26%	22,750,000	4,871,654	21%
175 GENERAL ASSISTANCE FUND						
Revenue						
Interest Income	1,000	70,365	7037%	1,000	47,127	4713%
Other Revenue	27,500	5,506	20%	27,500	-	0%
Property Taxes	1,050,000	1,080,338	103%	1,300,000	736,081	57%
Revenue Total	1,078,500	1,156,209	107%	1,328,500	783,208	59%
Expenses						
Miscellaneous	7,000	6,551	94%	7,000	19,143	273%
Salary and Benefits	539,408	463,997	86%	488,738	422,674	86%
Services and Supplies	874,482	541,165	62%	864,482	440,739	51%
Expenses Total	1,420,890	1,011,712	71%	1,360,220	882,556	65%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
176 HUMAN SERVICES FUND						
Revenue						
Interest Income	6,000	53,525	892%	-	55,613	
Other Revenue	20,000	-	0%	2,000	27,336	1367%
Intergovernmental Revenue	114,000	795,135	697%	114,000	346,696	304%
Property Taxes	3,360,000	3,360,000	100%	3,110,000	1,555,000	50%
Revenue Total	3,500,000	4,208,660	120%	3,226,000	1,984,645	62%
Expenses						
Community Sponsored Organizations	60,000	477,556	796%	60,000	544,185	907%
Insurance and Other Chargebacks	-	11,470		-	19,313	
Miscellaneous	210,000	223,314	106%	213,000	232,364	109%
Salary and Benefits	2,654,369	2,108,217	79%	2,373,285	1,647,398	69%
Services and Supplies	2,334,063	1,353,170	58%	1,804,973	1,008,747	56%
Expenses Total	5,258,432	4,173,726	79%	4,451,258	3,452,008	78%
177 REPARATIONS FUND						
Revenue						
Interest Income	2,500	25,043	1002%	-	23,550	
Other Revenue	-	3,499		-	8,563	
Intergovernmental Revenue	100,000	-	0%	-	100,000	
Other Taxes	1,400,000	1,000,000	71%	3,400,000	2,942,874	87%
Revenue Total	1,502,500	1,028,542	68%	3,400,000	3,074,986	90%
Expenses						
Miscellaneous	3,400,000	2,390,901	70%	3,400,000	1,659,339	49%
Services and Supplies	101,000	113,525	112%	-	1,543	
Expenses Total	3,501,000	2,504,427	72%	3,400,000	1,660,883	49%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
178 SUSTAINABILITY FUND						
Revenue						
Interfund Transfers	700,000	666,670	95%	200,000	166,670	83%
Interest Income	2,000	21,862	1093%	-	10,006	
Other Revenue	650,000	69,909	11%	500,000	50,000	10%
Intergovernmental Revenue	10,000	10,000	100%			
Licenses, Permits and Fees	500,000	346,302	69%	500,000	406,601	81%
Revenue Total	1,862,000	1,114,742	60%	1,200,000	633,277	53%
Expenses						
Community Sponsored Organizations	500,000	-	0%			
Miscellaneous	525,000	59,667	11%			
Salary and Benefits	250,368	212,176	85%	256,893	140,030	55%
Services and Supplies	725,120	465,837	64%	546,000	243,461	45%
Expenses Total	2,000,488	737,679	37%	802,893	383,491	48%
180 GOOD NEIGHBOR FUND						
Revenue						
Interest Income	1,000	22,084	2208%	-	11,949	
Other Revenue	3,000,000	3,250,000	108%			
Revenue Total	3,001,000	3,272,084	109%	-	11,949	
Expenses						
Capital Outlay				-	75,000	
Interfund Transfers	3,000,000	1,500,000	50%	85,000	-	0%
Miscellaneous	314,000	-	0%	-	482,650	
Services and Supplies	-	250,903		-	204	
Expenses Total	3,314,000	1,750,903	53%	85,000	557,854	656%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
185 LIBRARY FUND						
Revenue						
Interfund Transfers	216,999	173,570	80%	250,000	166,460	67%
Interest Income	25,000	293,294	1173%	21,600	225,312	1043%
Other Revenue	405,000	192,584	48%	405,000	192,978	48%
Charges for Services	400	1,571	393%	400	309	77%
Fines and Forfeitures				-	-	
Intergovernmental Revenue	200,213	243,149	121%	209,866	154,453	74%
Property Taxes	8,213,664	8,245,299	100%	7,535,472	4,074,827	54%
Library Revenue	109,394	119,439	109%	155,394	71,554	46%
Revenue Total	9,170,670	9,268,906	101%	8,577,732	4,885,893	57%
Expenses						
Capital Outlay	3,500	-	0%	1,500	512	34%
Insurance and Other Chargebacks	-	2,531		-	6,559	
Interfund Transfers	360,325	300,260	83%	305,325	254,430	83%
Salary and Benefits	7,264,128	5,037,851	69%	6,393,544	4,601,691	72%
Services and Supplies	2,313,194	1,564,900	68%	2,247,673	1,557,687	69%
Expenses Total	9,941,147	6,905,542	69%	8,948,042	6,420,878	72%
186 LIBRARY DEBT SERVICE FUND						
Revenue						
Property Taxes	574,677	574,676	100%	507,913	253,956	50%
Revenue Total	574,677	574,676	100%	507,913	253,956	50%
Expenses						
Debt Service	574,677	110,642	19%	507,913	116,092	23%
Expenses Total	574,677	110,642	19%	507,913	116,092	23%
187 LIBRARY CAPITAL IMPROVEMENT FD						
Revenue						
Other Revenue	550,000	-	0%	950,000	-	0%
Revenue Total	550,000	-	0%	950,000	-	0%
Expenses						
Capital Outlay	550,000	157,800	29%	950,000	1,143,976	120%
Expenses Total	550,000	157,800	29%	950,000	1,143,976	120%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
200 MOTOR FUEL TAX FUND						
Revenue						
Interest Income	15,000	309,357	2062%	12,000	230,801	1923%
Intergovernmental Revenue	2,986,239	2,868,192	96%	2,700,000	2,771,497	103%
Revenue Total	3,001,239	3,177,548	106%	2,712,000	3,002,298	111%
Expenses						
Capital Outlay	4,405,000	1,239,294	28%	2,778,600	1,980,123	71%
Salary and Benefits	325,000	-	0%	325,000	-	0%
Services and Supplies	1,890,000	1,371,650	73%	1,038,000	448,710	43%
Expenses Total	6,620,000	2,610,944	39%	4,141,600	2,428,833	59%
205 EMERGENCY TELEPHONE (E911) FUND						
Revenue						
Interest Income	7,000	27,936	399%	7,000	21,382	305%
Other Taxes	1,450,000	1,323,175	91%	1,400,000	1,094,515	78%
Revenue Total	1,457,000	1,351,112	93%	1,407,000	1,115,897	79%
Expenses						
Capital Outlay	480,000	289,097	60%	450,000	135,685	30%
Insurance and Other Chargebacks	19,142	15,950	83%	19,142	15,950	83%
Interfund Transfers	100,000	83,330	83%	90,000	75,000	83%
Miscellaneous	-	338				
Salary and Benefits	810,331	633,644	78%	758,058	576,420	76%
Services and Supplies	368,350	453,193	123%	355,000	329,948	93%
Expenses Total	1,777,823	1,475,551	83%	1,672,200	1,133,004	68%
210 SPECIAL SERVICE AREA (SSA) #9						
Revenue						
Interfund Transfers				206,750	206,750	100%
Interest Income	-	9,317		-	3,974	
Property Taxes	592,665	609,713	103%	595,000	352,609	59%
Revenue Total	592,665	619,030	104%	801,750	563,334	70%
Expenses						
Services and Supplies	575,000	618,341	108%	575,000	316,021	55%
Expenses Total	575,000	618,341	108%	575,000	316,021	55%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
215 CDBG FUND						
Revenue						
Interest Income	-	3,388		-	2,391	
Intergovernmental Revenue	3,068,463	785,262	26%	3,629,000	1,201,802	33%
Revenue Total	3,068,463	788,649	26%	3,629,000	1,204,193	33%
Expenses						
Capital Outlay	-	506,470		-	350,315	
Community Sponsored Organizations	75,000	280,558	374%	75,000	305,089	407%
Insurance and Other Chargebacks	-	156,384		-	210,212	
Miscellaneous	2,341,499	-	0%	2,576,376	13,375	1%
Salary and Benefits	681,559	414,805	61%	702,459	376,516	54%
Services and Supplies	17,480	21,529	123%	307,200	7,514	2%
Expenses Total	3,115,538	1,379,746	44%	3,661,035	1,263,022	34%
220 CDBG LOAN FUND						
Revenue						
Interest Income	5,000	17,947	359%	-	18,349	
Other Revenue	443,121	7,341	2%	100,000	151,349	151%
Revenue Total	448,121	25,288	6%	100,000	169,698	170%
Expenses						
Services and Supplies	440,000	57,103	13%	325,000	70,789	22%
Expenses Total	440,000	57,103	13%	325,000	70,789	22%
235 NEIGHBORHOOD IMPROVEMENT						
Revenue						
Interest Income	-	559		-	494	
Revenue Total	-	559		-	494	
Expenses						
Services and Supplies	-	1		-	10	
Expenses Total	-	1		-	10	

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
240 HOME FUND						
Revenue						
Interest Income	150	380	253%	150	528	352%
Other Revenue	25,000	39,852	159%	25,000	20,663	83%
Intergovernmental Revenue	2,345,000	89,415	4%	650,000	58,152	9%
Revenue Total	2,370,150	129,646	5%	675,150	79,343	12%
Expenses						
Insurance and Other Chargebacks	1,150,000	32,799	3%	-	(13,685)	
Miscellaneous	2,000	207	10%	2,000	-	0%
Salary and Benefits	68,137	45,723	67%	70,572	53,716	76%
Services and Supplies	801,065	55,374	7%	582,266	40,298	7%
Expenses Total	2,021,202	134,102	7%	654,838	80,329	12%
250 AFFORDABLE HOUSING FUND						
Revenue						
Interfund Transfers	1,000,000	1,000,000	100%			
Interest Income	8,000	150,532	1882%	4,500	109,925	2443%
Other Revenue	130,000	439,583	338%	130,600	328,750	252%
Intergovernmental Revenue	145,000	122,970	85%	145,000	61,909	43%
Other Taxes	50,000	20,000	40%	50,000	16,380	33%
Revenue Total	1,333,000	1,733,085	130%	330,100	516,964	157%
Expenses						
Community Sponsored Organizations	154,000	107,861	70%	166,000	47,324	29%
Insurance and Other Chargebacks	11,000	19,581	178%	12,000	3,173	26%
Miscellaneous	1,051,500	51,380	5%	53,500	6,841	13%
Salary and Benefits	41,038	26,150	64%	130,126	59,105	45%
Services and Supplies	1,670,000	33,773	2%	1,565,000	191,268	12%
Expenses Total	2,927,538	238,745	8%	1,926,626	307,711	16%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
320 DEBT SERVICE FUND						
Revenue						
Interfund Transfers	2,693,941	1,913,830	71%	2,918,969	1,932,480	66%
Interest Income	10,000	258,306	2583%	10,000	194,827	1948%
Other Revenue	-	13,955		-	68,543	
Property Taxes	12,766,093	13,025,460	102%	12,878,258	7,389,316	57%
Revenue Total	15,470,034	15,211,551	98%	15,807,227	9,585,166	61%
Expenses						
Interfund Transfers	-	-		-	-	
Miscellaneous						
Services and Supplies	6,600	6,320	96%	6,600	27	0%
Debt Service	15,460,034	2,418,057	16%	15,797,123	2,612,830	17%
Expenses Total	15,466,634	2,424,377	16%	15,803,723	2,612,858	17%
330 HOWARD-RIDGE TIF FUND						
Revenue						
Interest Income	10,000	81,765	818%	10,000	83,746	837%
Other Revenue	5,000	28,000	560%	5,000	35,000	700%
Property Taxes	1,100,000	1,311,460	119%	1,100,000	633,929	58%
Revenue Total	1,115,000	1,421,225	127%	1,115,000	752,674	68%
Expenses						
Capital Outlay	50,000	934,292	1869%	785,000	793,978	101%
Interfund Transfers	363,513	302,930	83%	395,913	329,930	83%
Miscellaneous	-	46,223		-	122,867	
Services and Supplies	65,000	14,595	22%	250,000	153,433	61%
Expenses Total	478,513	1,298,040	271%	1,430,913	1,400,209	98%
335 WEST EVANSTON TIF FUND						
Revenue						
Interest Income	5,000	138,793	2776%	5,000	101,040	2021%
Other Revenue				10,000	-	0%
Property Taxes	1,450,000	2,055,699	142%	1,450,000	821,627	57%
Revenue Total	1,455,000	2,194,492	151%	1,465,000	922,667	63%
Expenses						
Capital Outlay	3,315,000	1,121,610	34%	3,660,000	263,484	7%
Interfund Transfers	75,000	62,500	83%	75,000	62,500	83%
Miscellaneous	12,000	91,384	762%	200,000	560,000	280%
Services and Supplies	1,005,000	90,962	9%	5,000	36,418	728%
Expenses Total	4,407,000	1,366,456	31%	3,940,000	922,402	23%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
340 DEMPSTER-DODGE TIF FUND						
Revenue						
Interest Income	1,000	37,867	3787%	1,000	15,781	1578%
Property Taxes	180,000	488,906	272%	180,000	121,726	68%
Revenue Total	181,000	526,773	291%	181,000	137,507	76%
Expenses						
Interfund Transfers	176,857	147,380	83%	174,483	145,400	83%
Miscellaneous	-	25,000				
Services and Supplies	2,000	356	18%	2,000	8,720	436%
Expenses Total	178,857	172,736	97%	176,483	154,120	87%
345 CHICAGO-MAIN TIF						
Revenue						
Interest Income	5,000	77,774	1555%	2,500	78,967	3159%
Other Revenue	1,880,000	50,000	3%	1,880,000	-	0%
Property Taxes	1,000,000	1,167,349	117%	1,000,000	650,751	65%
Revenue Total	2,885,000	1,295,123	45%	2,882,500	729,718	25%
Expenses						
Capital Outlay	260,000	283,348	109%	2,469,000	276,245	11%
Interfund Transfers	272,480	227,070	83%	271,355	226,130	83%
Miscellaneous	250,000	20,157	8%	250,000	20,000	8%
Services and Supplies	15,010	1,775	12%	5,000	16,085	322%
Expenses Total	797,490	532,350	67%	2,995,355	538,460	18%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
350 SPECIAL SERVICE AREA (SSA) #6						
Revenue						
Interest Income	250	15,442	6177%	250	13,224	5290%
Property Taxes	221,000	220,108	100%	221,000	121,021	55%
Revenue Total	221,250	235,550	106%	221,250	134,245	61%
Expenses						
Services and Supplies	220,000	214,230	97%	220,000	117,505	53%
Expenses Total	220,000	214,230	97%	220,000	117,505	53%
355 SPECIAL SERVICE AREA (SSA) #7						
Revenue						
Interest Income	200	2,508	1254%	200	1,700	850%
Property Taxes	142,000	143,776	101%	142,000	77,003	54%
Revenue Total	142,200	146,283	103%	142,200	78,702	55%
Expenses						
Services and Supplies	140,000	139,844	100%	140,000	77,112	55%
Expenses Total	140,000	139,844	100%	140,000	77,112	55%
360 SPECIAL SERVICE AREA (SSA) #8						
Revenue						
Interest Income	-	1,119		-	735	
Property Taxes	60,200	58,230	97%	60,200	34,706	58%
Revenue Total	60,200	59,349	99%	60,200	35,440	59%
Expenses						
Services and Supplies	60,200	57,832	96%	60,200	31,505	52%
Expenses Total	60,200	57,832	96%	60,200	31,505	52%
365 FIVE FIFTH TIF FUND						
Revenue						
Interest Income	-	11,290		-		
Property Taxes	-	1,107,339		-		
Revenue Total	-	1,118,628				
Expenses						
Capital Outlay	-	-		-	506,360	
Miscellaneous	-	8,224		-	203,771	
Services and Supplies	100,000	322,806	323%	100,000	28,218	28%
Expenses Total	100,000	331,030	331%	100,000	738,349	738%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
415 CAPITAL IMPROVEMENTS FUND						
Revenue						
Interfund Transfers				85,000	3,264,226	3840%
Interest Income	-	336,674		-	174,051	
Other Revenue	23,283,500	19,202,445	82%	17,350,000	128,696	1%
Charges for Services	-	6,729		-	19,477	
Intergovernmental Revenue	1,470,000	1,122,329	76%	4,592,500	335,849	7%
Revenue Total	24,753,500	20,668,177	83%	22,027,500	3,922,299	18%
Expenses						
Capital Outlay	23,358,500	12,749,828	55%	22,492,500	6,212,169	28%
Miscellaneous				-	-	
Services and Supplies	1,860,000	1,907,182	103%	-	1,245,955	
Expenses Total	25,218,500	14,657,009	58%	22,492,500	7,458,124	33%
416 CROWN CONSTRUCTION FUND						
Revenue						
Interest Income	10,000	227,823	2278%	10,000	209,282	2093%
Other Revenue	1,000,000	275,770	28%	1,000,000	255,071	26%
Intergovernmental Revenue	-	500,000				
Revenue Total	1,010,000	1,003,593	99%	1,010,000	464,353	46%
Expenses						
Capital Outlay	200,000	109,660	55%	200,000	40,500	20%
Interfund Transfers	619,118	515,930	83%	945,000	787,500	83%
Miscellaneous				-	-	
Services and Supplies	60	9,898	16497%	-	50	
Expenses Total	819,178	635,488	78%	1,145,000	828,050	72%
417 CROWN COMMUNITY CTR MAINTENANCE						
Revenue						
Interfund Transfers	175,000	145,830	83%	175,000	145,830	83%
Revenue Total	175,000	145,830	83%	175,000	145,830	83%
Expenses						
Capital Outlay	175,000	-	0%	175,000	-	0%
Expenses Total	175,000	-	0%	175,000	-	0%

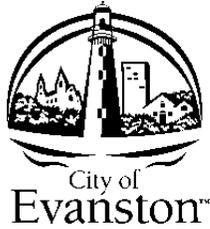
Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
420 SPECIAL ASSESSMENT FUND						
Revenue						
Interfund Transfers	-	1,000,000				
Interest Income	35,000	27,964	80%	30,000	70,649	235%
Other Taxes	125,000	122,213	98%	125,000	102,222	82%
Revenue Total	160,000	1,150,177	719%	155,000	172,871	112%
Expenses						
Capital Outlay	452,500	290,327	64%	375,000	20,108	5%
Interfund Transfers	425,652	76,670	18%	455,360	379,460	83%
Services and Supplies	50	50	100%	-	50	
Expenses Total	878,202	367,047	42%	830,360	399,618	48%
505 PARKING SYSTEM FUND						
Revenue						
Interfund Transfers				-	693,553	
Interest Income	25,000	134,062	536%	20,000	91,789	459%
Other Revenue	422,900	304,305	72%	486,700	390,854	80%
Charges for Services	8,420,000	8,382,975	100%	8,308,975	7,800,151	94%
Intergovernmental Revenue	1,100,000	-	0%	1,100,000	-	0%
Licenses, Permits and Fees	-	225				
Revenue Total	9,967,900	8,821,567	88%	9,915,675	8,976,347	91%
Expenses						
Capital Outlay	-	143		1,600,000	131,180	8%
Insurance and Other Chargebacks	369,077	307,560	83%	369,077	307,949	83%
Interfund Transfers	3,180,390	2,650,320	83%	3,132,390	2,610,320	83%
Miscellaneous	-	64		50,000	-	0%
Salary and Benefits	1,582,397	1,344,256	85%	1,716,539	1,199,464	70%
Services and Supplies	4,220,350	4,114,101	97%	4,340,316	3,773,962	87%
Debt Service	79,150	17,075	22%	76,150	18,075	24%
Expenses Total	9,431,364	8,433,518	89%	11,284,472	8,040,949	71%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
510 WATER FUND						
Revenue						
Interest Income	70,000	341,493	488%	70,000	221,813	317%
Other Revenue	66,234,150	25,993,663	39%	51,039,150	6,592,160	13%
Charges for Services	25,259,051	20,649,305	82%	24,378,734	19,319,903	79%
Licenses, Permits and Fees	50,000	77,208	154%	50,000	57,735	115%
Revenue Total	91,613,201	47,061,668	51%	75,537,884	26,191,611	35%
Expenses						
Capital Outlay	58,470,500	20,776,276	36%	388,400	103,001	27%
Insurance and Other Chargebacks	1,665,135	1,396,572	84%	1,665,135	1,389,264	83%
Interfund Transfers	4,363,000	3,635,840	83%	4,229,559	3,524,640	83%
Miscellaneous	10,000	-	0%	15,000	-	0%
Salary and Benefits	7,936,849	5,243,495	66%	7,110,142	4,953,099	70%
Services and Supplies	10,284,310	5,405,509	53%	5,908,008	2,745,644	46%
Contingencies	1,000	-	0%	1,000	130	13%
Debt Service	4,826,609	1,855,620	38%	4,072,486	1,301,998	32%
Expenses Total	87,557,403	38,313,311	44%	23,389,730	14,017,775	60%
513 WATER DEPR IMPRV & EXTENSION FUND						
Revenue						
Interfund Transfers				-	137,792	
Revenue Total				-	137,792	
Expenses						
Capital Outlay	-	-		57,780,500	10,836,033	19%
Services and Supplies	-	-		11,700	1,082,487	9252%
Expenses Total	-	-		57,792,200	11,918,520	21%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
515 SEWER FUND						
Revenue						
Interest Income	25,000	110,723	443%	25,000	104,558	418%
Other Revenue	1,000	768	77%	1,000	22,199	2220%
Charges for Services	10,229,424	7,770,217	76%	10,240,424	7,717,868	75%
Revenue Total	10,255,424	7,881,708	77%	10,266,424	7,844,624	76%
Expenses						
Capital Outlay	2,950,000	153,491	5%	3,050,700	528,512	17%
Insurance and Other Chargebacks	369,800	308,170	83%	369,800	308,170	83%
Interfund Transfers	1,271,321	1,059,430	83%	883,858	736,550	83%
Miscellaneous				1,500	-	0%
Salary and Benefits	1,546,276	976,101	63%	1,386,579	1,095,967	79%
Services and Supplies	1,718,600	703,787	41%	1,750,300	685,757	39%
Debt Service	3,550,270	2,477,563	70%	3,809,232	2,812,727	74%
Expenses Total	11,406,267	5,678,542	50%	11,251,969	6,167,683	55%
520 SOLID WASTE FUND						
Revenue						
Interfund Transfers	100,000	47,170	47%			
Interest Income	3,000	19,385	646%	-	17,424	
Other Revenue	38,000	7,892	21%	122,000	56,143	46%
Charges for Services	4,902,674	3,945,863	80%	4,669,000	3,679,758	79%
Licenses, Permits and Fees	375,000	420,605	112%	389,000	284,671	73%
Property Taxes	1,332,500	1,332,500	100%	1,332,500	666,250	50%
Revenue Total	6,751,174	5,773,414	86%	6,512,500	4,704,247	72%
Expenses						
Capital Outlay	850,000	108,248	13%	525,000	79,559	15%
Interfund Transfers	418,600	348,830	83%	322,000	268,330	83%
Miscellaneous	30,000	8,844	29%	15,000	10,598	71%
Salary and Benefits	1,893,717	1,447,339	76%	1,651,410	1,362,710	83%
Services and Supplies	4,081,466	3,299,960	81%	3,935,115	2,752,188	70%
Expenses Total	7,273,783	5,213,221	72%	6,448,525	4,473,385	69%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
600 FLEET SERVICES FUND						
Revenue						
Interest Income	1,000	3,318	332%	1,000	-	0%
Other Revenue	44,000	95,065	216%	69,000	10,617	15%
Charges for Services	4,216,140	3,513,440	83%	3,244,440	2,703,690	83%
Revenue Total	4,261,140	3,611,823	85%	3,314,440	2,714,307	82%
Expenses						
Capital Outlay	-	35,530		-	184,456	
Salary and Benefits	1,624,232	1,321,989	81%	1,417,422	1,221,697	86%
Services and Supplies	2,588,890	1,868,828	72%	2,044,557	2,116,316	104%
Expenses Total	4,213,122	3,226,346	77%	3,461,979	3,522,469	102%
601 EQUIPMENT REPLACEMENT FUND						
Revenue						
Interfund Transfers	-	3,550,000		-	1,418,481	
Interest Income	2,000	24,266	1213%	-	10,276	
Other Revenue	25,000	135,195	541%	25,000	267,153	1069%
Charges for Services	754,885	629,070	83%	754,885	629,070	83%
Intergovernmental Revenue	1,250,000	-	0%	1,500,000	-	0%
Revenue Total	2,031,885	4,338,531	214%	2,279,885	2,324,979	102%
Expenses						
Capital Outlay	3,365,167	1,209,616	36%	2,700,000	1,959,292	73%
Services and Supplies	-	779		-	126	
Expenses Total	3,365,167	1,210,394	36%	2,700,000	1,959,418	73%

Funds	2024 Budget	2024 Actual	% of Budget	2023 Budget	2023 Actual	% of Budget
605 INSURANCE FUND						
Revenue						
Interest Income	-	48,260				
Other Revenue	12,859,571	8,954,432	70%	11,448,112	8,678,623	76%
Charges for Services	-	3,620		-	129	
Insurance	10,098,091	8,109,503	80%	9,444,453	7,788,706	82%
Workers Compensation and Liability	886,000	761,586	86%	862,500	1,088,966	126%
Revenue Total	23,843,662	17,877,401	75%	21,755,065	17,556,424	81%
Expenses						
Insurance and Other Chargebacks	19,330,965	14,264,510	74%	16,765,000	13,506,896	81%
Salary and Benefits	3,805	4,704	124%	4,287	30,998	723%
Services and Supplies	3,660,000	2,885,374	79%	3,244,200	3,255,700	100%
Expenses Total	22,994,770	17,154,587	75%	20,013,487	16,793,593	84%



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: December 6, 2024

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, November 21, 2024 - December 4, 2024

Backlog (business days received until reviewed): 12

Volume (number of cases pending initial staff review): 10

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
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	900 Clark Street	RP	Zoning Analysis	Demolish north end of Church Street Plaza movie theater building, construct new 27-story multi-family dwelling building with 358 dwelling units and 20% Inclusionary Housing dwelling units	07/03/24	non-compliant, pending additional information from the applicant
2	1620 Darrow Avenue	R3	Building Permit	Addition	10/02/24	pending additional information and revision from the applicant
2	1415 Grey Avenue	R2	Building Permit	Remove/replace stairs and hardscape	10/09/24	pending additional information from the applicant
2	1721 Lake Street	R3	Building Permit	Remove and replace porch and stairs, front and side walks	10/29/24	pending additional information from the applicant
2	1579 Dewey Avenue	R3	Building Permit	Exterior and interior renovation	11/15/24	pending staff review
3	819 Judson Avenue	R5	Building Permit	New 4-story multi-family dwelling building with 4 dwelling units and detached garage for 8 vehicles	04/16/24	revisions submitted by applicant, 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	1314 Judson Avenue	R1	Building Permit	Addition, deck, and interior remodel	09/16/24	pending additional information from the applicant
3	614 Judson Avenue	R1	Zoning Analysis	1st story addition, dormer at 2nd story, insulating existing 3-season room	09/26/24	pending 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	740 Forest Avenue	R1	Building Permit	Build out ADU above new garage	11/11/24	revisions submitted by applicant, pending staff review
3	149 Burnham Place	R1	Building Permit	Reconfigure deck	11/19/24	pending additional information from the applicant
3	1206 Hinman Avenue	R1	Building Permit	Basement renovation	11/26/24	pending staff review
3	718 Hinman Avenue	R5	Building Permit	Replace sidewalk	12/03/24	pending staff review
3	716 Hinman Avenue	R5	Building Permit	Replace retaining wall	12/03/24	pending staff review

4	1118 Elmwood Avenue	R3	Building Permit	Motorized aluminum pergola	07/30/24	non-compliant, pending revisions from the applicant
4	990 Grove Street	D1	Zoning Analysis	Convert office space to work/live units on the 1st floor and to dwellings on floors 2-5	09/13/24	pending additional information from the applicant
4	1012 Church Street	D3	Building Permit	New 2-story theatre (Northlight Theatre)	10/10/24	pending additional information from the applicant
4	1009 Wesley Avenue	R3	Building Permit	Carport	10/11/24	revisions submitted by applicant, pending staff review
4	1015 Asbury Avenue	R1	Zoning Analysis	1-story addition	11/14/24	pending staff review
4	616 Lake Street	D4	Building Permit	HVAC installation	12/02/24	pending additional information from the applicant
4	1128 Ridge Avenue	R1	Zoning Analysis	Renovation and addition to coach house	11/27/24	pending staff review
4	1412 Judson Avenue	R1	Building Permit	Replace concrete apron at garage	12/04/24	pending staff review
5	2125 Darrow Avenue	R4	Building Permit	Garage	12/04/23	non-compliant, pending revisions from the applicant
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	pending additional information 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	pending additional information 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	2708 Harrison Street	R1	Building Permit	Paver patio	09/23/24	pending additional and revisions from the applicant

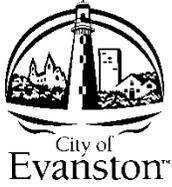
6	3121 Thayer Street	R1	Building Permit	Deck	09/27/24	pending additional information from the applicant
6	2638 Central Park Avenue	R1	Building Permit	Replace walks with pavers, interior remodel	10/02/24	pending additional information and revision from the applicant
6	3515 Hillside Road	R2	Building Permit	Pavers along driveway	10/07/24	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	2430 Ridgeway Avenue	R1	Building Permit	Addition	11/13/24	pending additional information from the applicant
6	3023 Hartzell Street	R1	Building Permit	Egress window	11/25/24	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	2518 Jackson Avenue	R1	Building Permit	Garage with ADU	06/27/24	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	2356 Colfax Terrace	R1	Building Permit	Post-permit revisions to modify outdoor walls/roofs, fences, impervious, decks	09/11/24	pending additional information from the applicant
7	2222 Lincoln Street	R1	Building Permit	Roof mounted solar panels	09/26/24	pending additional information from the applicant
7	2737 Woodbine Avenue	R1	Building Permit	Garage	09/27/24	pending revisions from the applicant
7	2637 Stewart Avenue	R1	Building Permit	Deck and garage	10/03/24	pending additional information from the applicant
7	2626 Sheridan Road	R1	Building Permit	1.5 story addition and interior remodel	10/10/24	pending revisions from the applicant
7	2169 Campus Drive	U3	Building Permit	New building, Kellogg School of Management (NU)	10/21/24	pending additional information from the applicant
7	2748 Asbury Avenue	R1	Building Permit	Replace portion of existing deck, extend deck	10/30/24	pending additional information from the applicant
7	2773 Garrison Avenue	R1	Building Permit	Paver landing, stairs, and walk, and awning over door	11/01/24	revisions submitted by applicant, pending staff review
7	2736 Broadway Avenue	R1	Building Permit	Interior remodel and exterior remodel of porch/deck	11/01/24	pending additional information from the applicant
7	623 Milburn Street	R1	Building Permit	Concrete pad	11/01/24	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	2422 Grant Street	R1	Building Permit	New single-family dwelling	12/03/24	pending staff review
7	2647 Poplar Avenue	R3	Zoning Analysis	Enlarge single-family residence	12/03/24	pending staff review
8	1020 Harvard Terrace	R2	Building Permit	Patio drainage planter box	10/01/24	non-compliant, pending revisions from the applicant

8	406 Callan Avenue	R5	Building Permit	Repave parking lot	10/01/24	pending additional information from the applicant
8	1901 Howard Street	C1	Building Permit	Interior tenant improvement	11/06/24	pending additional information from the 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	630 Wesley Avenue	R2	Building Permit	Detached garage/ADU and interior remodel of single-family dwelling	08/15/24	revisions submitted by applicant, pending staff review
9	611 Wesley Avenue	R3	Zoning Analysis	ADU	09/03/24	pending additional information from the applicant
9	1406 Cleveland Street	R3	Building Permit	Interior and exterior remodel at 2nd story	10/15/24	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	1405 Judson Avenue	R1	Minor Variation	Interior side yard setback to detached garage	11/16/24	determination after 12/13/24
6	3313 Grant Street	R1	Minor Variation	West and east interior side yard setbacks to 2nd story addition	11/21/24	determination after 12/18/24
6	2700 Thayer Street	R1	Minor Variation	Front yard setback for a 2-story addition	12/03/24	pending application fee payment
9	1406 Cleveland Street	R3	Minor Variation	West interior side yard setback to 2nd story additiion	11/25/24	determination after 12/18/24



To: Luke Stowe, City Manager
From: David Wilson, HVAC Building Inspector
Subject: Weekly Field Inspection Report
Date: December, 6 2024

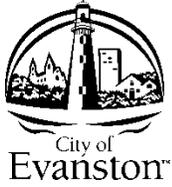
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

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 6, 2024

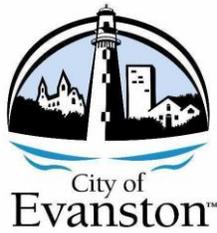
Ward	Property Address	Construction Type	Inspector Notes	Received
4	909 Davis	Interior Remodel	Work has begun on interior remodeling.	12/5/2024
4	1012 Church Street Northlight Theater	Assembly	No changes. Building plans have been submitted and are currently in review. Site and Northlight signage are in good condition. No construction fence at this time.	12/5/2024
*	*	*	*	*
*	Truck Route	*	Truck route continues to monitored for speed and debris.	12/5/2024
7	1501 Central Street	Demolition	No changes. 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.	12/5/2024
*	*	*	*	*
*	*	*	*	*



To: Luke Stowe, City Manager
From: Angela Butler, Permit Services Supervisor
Subject: Monthly Construction Valuation and Permit Fee Report
Date: December 6, 2024

Enclosed is the monthly construction valuation and permit fee report. The report compares current month and year-to-date totals with those from 2023.

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



DATE: December 6, 2024
 TO: Luke Stowe, City Manager
 FROM: Angela Butler, Permit Services Supervisor
 SUBJECT: Construction Valuation and Permit Fee Report for November 2024

BUILDING PERMIT FEES

Total Permit Fees Collected for the Month of November 2024	\$ 211,289.05
Total Permit Fees Collected Fiscal Year 2024	\$ 15,979,195.32
Total Permit fees Collected for the Month of November 2023	\$ 335,387.00
Total Permit Fees Collected Fiscal Year 2023	\$ 3,925,164.00

CONSTRUCTION VALUES

Total Construction Value for November 2024	\$10,712,239.00
Total Construction Value Fiscal Year 2024	\$ 843,813,034.00
Total Construction Value for November 2023	\$ 12,533,425.00
Total Construction Value Fiscal Year 2023	\$ 188,745,301.00



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: December 6, 2024

Ward	Property Address	Business Name	Date Received	Current Status
4	804 Davis St	Paris Baguette	10/30/2024	Pending Permit Issuance
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
1	1735 Benson Ave	Bat 17 (Relocating)	9/6/2024	License Issued
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	521 Davis St	La Cocinita (Relocating)	7/11/2023	Building Permit Issued – Pending Inspections
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Pending License Issuance



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

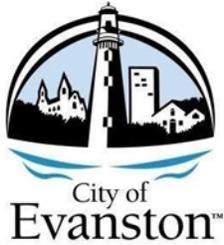
Date: December 6, 2024

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, and current status.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of December 6, 2024

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
1	Hops & Grapes	816 ½ Church St. Evanston, IL 60201	E	Package Store	8 a.m. — Midnight	Application will be voted on at the 12.13 liquor review board meeting
2	Cozy	1741 Maple Ave. Evanston IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri- Sat); 7 a.m. — 1 a.m. (Sun)	Application will be voted on at the 12.13 liquor review board meeting
1	Life Time Fitness	1618 Sherman Ave. Evanston, IL 60201	D	Restaurant	7 a.m. — 1 a.m. (Mon-Thurs); 7 a.m. — 2 a.m. (Fri- Sat); 7 a.m. — 1 a.m. (Sun)	Application will be voted on at the 12.13 liquor review board meeting



Memorandum

To: Honorable Mayor and Members of the City Council

From: Sabrina Tamura, Deputy City Clerk

Subject: Monthly FOIA Report - November 2024

Date: December 5, 2024

Enclosed is the monthly report of FOIA requests. During the month of November the City of Evanston received **356** requests.

If you need to submit a FOIA request, please email foia@cityofevanston.org or submit the form [online](#).

City of Evanston Performance Report

November 1, 2024 - November 30, 2024 All departments

General Overview: Requests received, opened, and closed in this period.

356 request(s) received Total number of new requests received during this reporting period.	17054 total request(s) Total number of requests in the portal at the beginning of the reporting period.	422 request(s) closed Total number of requests closed during this reporting period.
198 request(s) open Total number of open requests by the end of this reporting period.	34 request(s) overdue Total number of requests that became overdue in this reporting period.	24 request(s) paused Total number of requests that were paused by the end of this reporting period.

Response and Fulfillment: How fast your agency responds to and fulfills requests

59 late response(s) Total number of requests where an initial response was sent after the response window expired.	5 day(s) to respond Median response time in days in this reporting period.	3 day(s) to respond Average response time in days in this reporting period.
179 fulfilled outside 5 days Number of requests closed beyond 5 days of request submission during this reporting period.	78 fulfilled within 5 days Total number of requests closed within 5 days of request submission during this reporting period.	13 day(s) to fulfillment Median number of days taken to fulfill all requests in this reporting period.

25 day(s) to fulfillment

Average number of days taken to fulfill all requests in this reporting period.

Staff Time: How much time staff has spent working on requests

0.0 hour(s) spent

Total number of hours staff spent on requests in this reporting period.

0 median hour(s) spent

Median number of hours staff spent on each request.

0 average hour(s) spent

Average number of hours staff spent on each request.

Staff Cost: How much money is spent fulfilling record requests

\$0.00 dollars spent

Total amount of money spent (from staff costs) fulfilling requests in this reporting period.

\$0 median dollars spent

Median amount of money spent (from staff costs) on each request.

\$0 average dollars spent

Average amount of money spent (from staff costs) on each request.

Cost Recovery: Payments received from requesters via NextRequest

0 total invoices

Total number of requests with invoices.

\$0.00 dollars received

Total amount of money received from all requests with invoices in this reporting period.

\$0 median dollars earned

Median amount of money received from each request with invoices in this reporting period.

\$0 average dollars earned

Average amount of money received from each request with invoices in this reporting period.

Requests by Department

This table breaks down how many requests were received and closed by each department, as well as median fulfillment speed for each department in this reporting period.

Department	New	Closed	Median	Aver.
3-1-1	2	3	8	17
Accounting	0	1	9	9
Administrative Adjudication (Hearings)	1	0	0	0
Budget	1	1	7	7
Buildings and Permits	17	22	6	9
City Clerk's Office	77	71	7	10
City Manager's Office	0	3	14	18
Collector's Office	3	6	20	20
Community Development	5	3	5	6
DO NOT USE: Information Technology (IT)	0	3	63	56
Economic Development	1	4	13	13
Email	51	105	57	42
Evanston Police Department Media	0	1	61	61
Finance	2	4	15	18
Fire	21	10	5	4
Health & Human Services	5	5	5	10

Housing and Grants	1	1	11	11
Human Resources (HR)	3	5	22	25
Legal	10	20	14	26
Library	1	1	1	1
OPS	12	52	50	46
Parking/Fleet	2	3	11	11
Parks, Recreation, and Community Services (PRCS)	1	4	13	17
Police	220	300	9	23
Property Standards	9	19	12	15
Public Works	7	0	0	0
Purchasing	0	3	11	17
Sustainability	1	1	12	12
Trees Only (PWA)	1	1	3	3
Video Requests	0	0	0	0
Water	6	2	10	10
Zoning and Planning	4	5	8	9
Not Assigned	0	0	0	0

Message Templates Report

This table includes all message templates used within this reporting period

Message Template	Times
5 Day Extension Request - Mark an "X" by the option that is applicable	75
ADDITIONAL RESPONSE TIME NEEDED	3
ADDITIONAL RESPONSE TIME NEEDED - BODY CAMERA FOOTAGE	6
ATTORNEY-LETTER OF REPRESENTATION REQUIRED	2
ATTORNEYS/INSURANCE /RECORD COPY SERVICE - RECORD FEES	63
Commercial Requester	2
Fulfilled - Private Information Redacted	1
Notice to Narrow Request - fill in estimated pages and staff time	41
Proof of Ownership - Housing Documentation Request	2
Real Estate Transfer Tax	4
Recurrent Requester	28

Closure Response Report

This table includes all closure responses and totals used in this reporting period.

Closure Response	Times U
COMMERICAL ACCIDENT REPORT REQUEST - PAYMENT REQUIRED	4
Denial of Request	5
Denial of Request: 14 Day Unresponsive	9
Denial of Request: Duplicate Request	8
Denial of Request: Pending Law Enforcement Investigation	1
Denied - Juvenile Records (Police)	3
Denied: Partial	6
Fulfilled - Body Camera Footage Redacted	11
Fulfilled - No Redactions	161
Fulfilled - Private Information Redacted	124
No Responsive Documents	100

Tag Report

This table includes the tags applied to requests opened in this reporting period.

Tag Name	Times Used
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Key Assumptions

Requests Overdue

For requests that were closed prior to October 28, 2018 requests are counted as overdue only if they were overdue at the time the request was closed.

Late Responses

A late response indicates that there were no documents released; no message or invoice sent to the requester; or that the request remained open past its due date.

Response and Fulfillment Speed

Response time is tracked using the first external message sent through the NextRequest portal. This metric assumes that the message sent includes either a "request for clarification" or a time estimate.

Fulfillment time is calculated based on the time from when the request was created to the first date the request was closed (if there are multiple closed dates, only the first one is used).

Median days to close and average days to close are calculated based on the number of requests that have a closed date within the reporting period.

Staff Time

Staff time only accounts for time logged in NextRequest. This metric assumes that staff members regularly log all staff time in the portal and that the hourly rates are accurate and up-to-date.

Staff Cost

Staff cost only accounts for costs logged in NextRequest. This metric assumes that staff members regularly log costs in the portal.

Message Templates Report

The message templates report tracks message template usage from February 25, 2018 onwards.



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING DECEMBER 6, 2024

Last Call to RSVP for the NWMC Holiday Celebration

As a final reminder, on Wednesday, December 11, the Conference is pleased to host a free holiday celebration for members, legislators and guests. The NWMC Holiday Celebration will be held from 6:00 p.m. to 8:00 p.m. at the Chateau Ritz, 9100 N. Milwaukee Avenue in *Niles*. Please RSVP your attendance to Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org. *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

SPC Extends Granite Telecommunications Contract with No Price Increases!

The Suburban Purchasing Cooperative (SPC) Governing Board has approved the third of four possible, one-year contract extensions of the SPC Telecommunication Services Vendor for Term (Contract #205) with Granite Telecommunications, LLC. The contract extension runs from December 1, 2024 through November 30, 2025.

We are pleased to report that pricing on all existing services remains the same, with Granite offering additional services under the contract extension. The SPC reserves the right to extend the contract for an additional one-year term upon mutual agreement of both the vendor and the SPC on a negotiated basis. Additional information may be found by visiting [SPC Telecommunications Program](#) web page, contacting staff or Granite Senior Sales Executive Frank Ventrella, fventrella@granitenet.com or 630-649-0823. *Staff contact: Ellen Dayan*

SPC 2025 Ford Contract Updates

The Suburban Purchasing Cooperative (SPC) is pleased to provide updates on the following Ford vehicle contracts from Currie Ford:

- **Ford Police Interceptor Utility (Contract #204)**

The second of three possible, one-year contract extensions on the Ford Interceptor Utility has been approved through November 15, 2025 at the following prices:

- 2025 Ford Interceptor Utility, with all standard equipment, conventional gas: \$44,954
- Optional Hybrid (limited supply): \$47,615

Price lists, order forms and additional information may be found by visiting [SPC Ford Police Interceptor Utility](#).

- **Ford Escape (Contract #206)**

The second of three possible, one-year contract extensions has been approved on the Ford Escape AWD Active (SE Trim). The vehicle price remains \$29,028, with the hybrid version priced at \$34,677.

The Ford Escape contract extension runs through October 25, 2025 with an additional one-year contract extension possible upon mutual agreement of both the vendor and the SPC on a negotiated basis. Price lists, order forms and additional information may be found by visiting [SPC Ford Escape](#).

- **Ford Transit Full Size Van, Passenger Wagon & E-Transit (Contract #207)**

The second of three possible, one-year contract extensions on the Ford Transit Full Size Van has been approved through November 15, 2025. The standard vehicle price remains the same and the price of the E-Transit decreased as follows:

- 2025 Ford Transit Full Sized Van - \$44,671
- 2025 Ford Transit Full Sized E-Transit - \$53,095
- 2025 Ford Transit Full Sized Passenger Van - \$53,046

Price lists, order forms and additional information may be found by visiting [SPC Transit Connect Full Size Vans](#).

For questions or additional information about the Ford Police Interceptor Utility, Escape or Transit Full Size Vans, please contact staff or Currie Motors Municipal Sales Manager Tom Sullivan, tsullivan@curriemotors.com or 815-464-9200 or Commercial Account Manager Nic Cortellini, ncortellini@curriemotors.com or 815-464-9200. *Staff contact: Ellen Dayan*

Winter is Here - Don't Forget to Order Liquid Calcium Chloride

As previously reported, SPC Liquid Calcium Chloride (LCC) vendor Sicalco Ltd. has agreed to a one-year contract extension (Contract #213) from December 4, 2024 through December 3, 2025 with no price increase as follows:

<u>Price/Gal</u>	<u>Delivery</u>	<u>Total Delivered Price</u>
\$0.52	\$0.19	\$0.71

According to The National Weather Service and National Oceanic and Atmospheric Administration (NOAA), this winter “wetter-than-average conditions are most likely in the Great Lakes States”, so please considering ordering to full capacity. Additional information may be found by visiting the [SPC Liquid Calcium Chloride](#) web page, contacting staff or Sicalco’s Frank Sibr, 630-371-2655 or fsibr@sicalco.net. *Staff contact: Ellen Dayan*

Look for the SPC Winter Newsletter!

The SPC Winter Joint Purchasing Newsletter hits the virtual newsstand today! In this issue, the SPC Supplier Spotlight will shine on Warehouse Direct, holder of the Office & Janitorial Supplies contract (#189). The newsletter will provide more details about the Ford contract extensions listed above and others, as well as updates on additional SPC contracts and services. If you would like to be added to the SPC Newsletter distribution list, please contact Ellen Dayan, edayan@nwmc-cog.org or 847-296-9200, ext. 132. *Staff contact: Ellen Dayan*

FHWA to Highlight IDOT's New Vulnerable Road Users Dashboard

On Thursday, December 19, the Federal Highway Administration (FHWA) will host a Highway Safety Improvement Plan success stories webinar. The event will be held from noon to 2:00 p.m. and please note that [registration](#) closes on Friday, December 13. The Illinois Department of Transportation (IDOT) will discuss its new [Vulnerable Road Users dashboard](#), and how local communities can utilize this planning resource. *Staff contacts: Eric Czarnota, Brian Larson*

Last Call to RSVP for ICDHR's Martin Luther King, Jr. Remembrance Celebration

On Saturday, December 14, the Illinois Commission on Diversity and Human Relations (ICDHR) will hold its 55th annual Dr. Martin Luther King, Jr. Remembrance & Commemoration Dinner and Concert. This year’s theme is “‘Communities Coming Together’ which commemorates the importance Dr. King placed on building strong communities, which the ICDHR wholeheartedly supports, particularly in these times of heightened social divisiveness.” This year’s Keynote Speaker is Illinois House of Representatives Speaker Emanuel “Chris” Welch.

The celebration 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/annual-mlk-dinner> for additional information, including tickets and sponsorship information. *Staff contact: Mark Fowler*

Mayors Caucus to Host Food Insecurity Webinar

From the desk of Metropolitan Mayors Caucus Executive Director Neil James:

On behalf of the Illinois Commission to End Hunger, please join us next week for a free training hosted by the Metropolitan Mayors Caucus in conjunction with the Greater Chicago Food Depository on “[Food Insecurity in Your Community: The Problem and Strategies for Municipal Action.](#)” The training, which is supported by the Illinois Department of Human Services, will take place via Zoom on Tuesday, December 10, 2024 from 10am - 11:30am and will focus on the broad overview of food security in Illinois and provide case studies of food access solutions, an overview of special considerations for populations like asylum-seekers and youth, and a discussion on the role of municipalities in addressing hunger and the importance of collaborating with local Community Based Organizations.

The Greater Chicago Food Depository is one of eight food banks serving the state of Illinois through the Feeding America and Feeding Illinois network and they are also the co-chair of the Illinois Commission to End Hunger. To register for this very informative training and receive the Zoom link information, please go to: https://us06web.zoom.us/webinar/register/WN_K7v4nsYIRuexrK-SfR5JEA

If you have any questions regarding the December 10 Training, please contact Karen Muchin at kmuchin@mayorscaucus.org. Staff contact: Mark Fowler

Newsy Items of the Week

Lake County News-Sun: [Deerfield apartment complex construction underway; village expects 600 new housing units overall](#)

Stateline: [Cities cut red tape to turn unused office buildings into housing](#)

Chicago Sun-Times: [As newspapers close across the U.S., study finds Illinois is hard hit](#)

The Conversation: [Cycling can make seniors healthier and more independent – here’s how to design bikes and networks that meet their needs](#)

Daily Herald: [‘Right at the doorstep of O’Hare’: I-490 three years away, with western access negotiations coming](#)

Forbes: [The Government Push To Change Road Construction Materials To Impact Climate Change](#)

Meetings and Events

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, December 10 at 10:30 a.m. at the NWMC office and via videoconference.

NWMC Board of Directors will meet on Wednesday, December 11 at 4:00 p.m. via videoconference. **Please note time change.**

NWMC Holiday Celebration will be held on Wednesday, December 11 at 6:00 p.m. at the Chateau Ritz, 9100 Milwaukee Avenue in Niles.

NWMC Legislative Committee will meet on Wednesday, December 18 at 8:30 a.m. via videoconference.

NWMC Transportation Committee will meet on Thursday, December 19 at 8:30 a.m. at the NWMC office and via videoconference.

NWMC Staff

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