



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, July 1, 2016

STAFF REPORTS BY DEPARTMENT



Weekly Report for June 27, 2016 – July 1, 2016

Administrative Services

Worker's Compensation Analysis 2009-2015

City Manager's Office

Weekly Bids Advertised

Council Meeting Agenda Schedule

Building Energy and Water Use Benchmarking Ordinance Information

Community Development

Zoning Report

Inspection Report

Health Department

Food Establishment Application Weekly Report

Law Department

Weekly Liquor License Applications Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Tuesday, July 5, 2016

Zoning Board of Appeals

www.cityofevanston.org/zoningboard

Wednesday, July 6, 2016

Design and Project Review Committee

www.cityofevanston.org/dapr

Human Services Committee

www.cityofevanston.org/humanservices

Thursday, July 7, 2016

Commission on Aging

www.cityofevanston.org/commissiononaging

Housing and Homelessness Commission

www.cityofevanston.org/commissiononaging

Friday, July 8, 2016

Utilities Commission

www.cityofevanston.org/utilitiesagendas



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of June 24, 2016 through June 30, 2016.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2996	2698
SERVICE REQUESTS	756	690
TOTAL CHATS	64	50
TOTAL TEXT	16	18

Top 5 Service Requests

Total

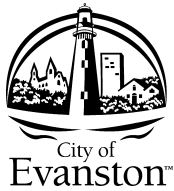
Most requested service requests (Source: PublicStuff - Open/Closed)

1. Building Permit Inspection Request	111
2. Trash – Special Pick up	106
3. Tree – Evaluations	45
4. Rodents – Rats Tree – Evaluations	32
5. Broken Parking Meter	29

Please see the following page for the Weekly Telephone Wrap up Data

Telephone Wrap-up Data *At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.*

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services -Parking	358
Administrative Services -Finance	35
Administrative Services -HR	46
Administrative Services - Other	139
City Manager's Office	40
ComDev / Economic Development	10
ComDev/ Bldg Inspections	343
ComDev / Housing Rehab	2
ComDev / Planning/Zoning	34
General Assistance	2
Fire Life Safety	23
PublicStuff Request	394
Health	107
Information	554
Law	17
Library	2
Mayor's Office	13
Other/311	196
Other – Social Services	10
Parks – Maintenance	2
Parks – Programs/Picnics/Permits	20
Parks – Other	9
Parks/Recreation	34
Parks – Forestry	39
Parks- Recreation Programs	71
Police	127
Public Works / Fleet	4
Public Works / Street Sanitation	127
Public Works / Engineering	62
Tax Assessment Office	5
Utilities – Power	2
Utilities – Sewer	9
Utilities – Water	160
TOTAL	2996



Memorandum

To: Honorable Mayor and Members of the City Council

From: Erika Storlie, Director of Administrative Services/Deputy City Manager
Jennifer Lin, Human Resources Division Manager
Robert R. Gustafson, Safety & Worker's Compensation Manager

Subject: Worker's Compensation Claims – Expense Analysis 2009 through 2015

Date: June 24, 2016

Summary

The attached reports reflect Worker's Compensation expenses for years 2009 through 2015. The Annual Breakdown provides total yearly expenses broken down into the following categories: legal, medical, settlement, Temporary Total Disability (TTD), Public Employee Disability Act (PEDA) Fire and PEDA Police [sworn Fire & Police employees receive 100% of their pay when placed off work rather than 66 2/3% as prescribed by the Illinois Worker's Compensation Act]. The Departmental Breakdown provides total expenses by Department for all claims incurred in each year (the totals for these two breakdowns do not correlate).

As you can see, there is a downward trend in total expenses and claims with an overall decrease in average cost per claim. This trend is the result of a combined effort to increase safety awareness with employees and supervisors through training and personal interactions with employees via safety committees and regular departmental safety meetings. Injury prevention training modules have included such topics as proper lifting techniques/body mechanics, nutrition and physical fitness; OSHA required safety training programs such as Blood Borne Pathogens, Confined Space and Hazardous Communication among others.

Citywide and Departmental safety committees have been formed to address general and specific needs of each department/division so as to give employees the opportunity to identify safety concerns and request proper safety training; topics discussed at these meetings include, hazard assessment, engineering and administrative controls, Personal Protective Equipment (PPE), and driver training.

The downward trend in legal expenses is also due in part to continued efforts to work directly with employees and engage them in a Pro Se settlement approach; this comes from gaining an employee's trust through open and honest communication and

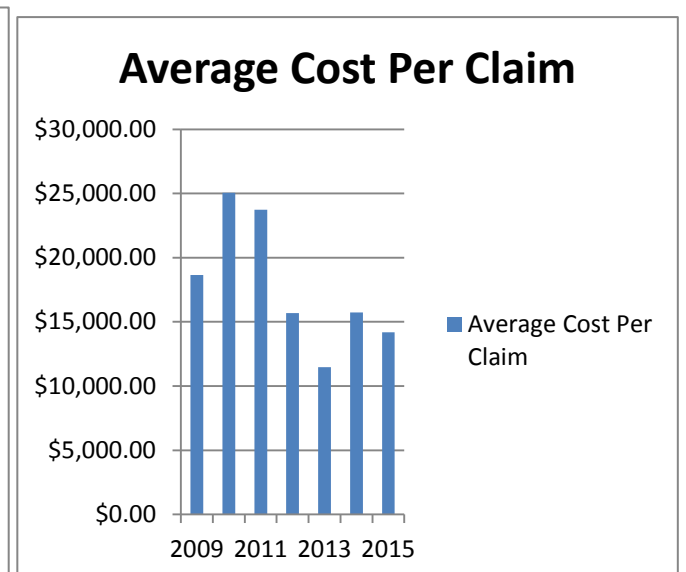
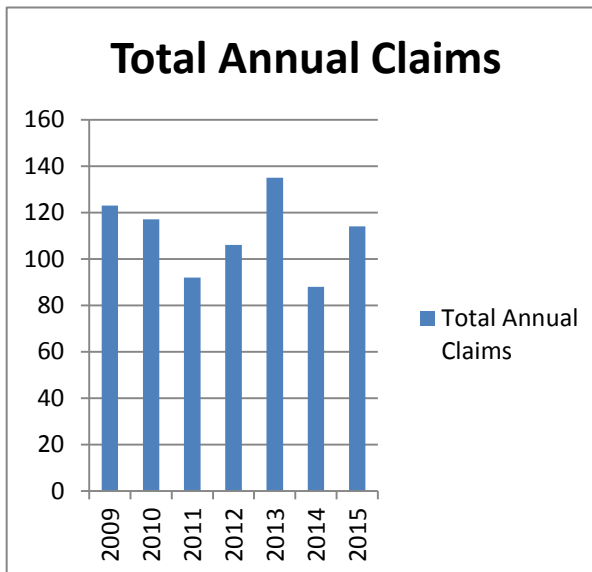
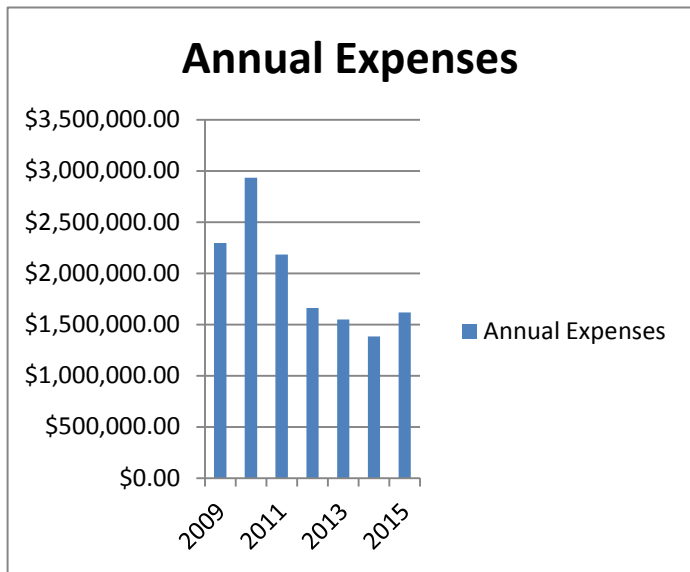
educating the employee in the Worker's Compensation process so they do not feel as though they are being misled or misinformed.

By maintaining and enhancing the efforts as outlined above we anticipate a continued downward trend in employee injuries and related expenses.

Attachment:

Worker's Compensation Expense Analysis 2009 - 2015

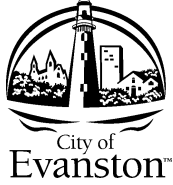
WC Expense Analysis 2009 through 2015 - Annual Breakdown									
	2009	2010	2011	2012	2013	2014	2015		
Line Item	2009 WC Claims Expenses	2010 WC Claims Expenses	2011 WC Claims Expenses	2012 WC Claims Expenses	2013 WC Claims Expenses	2014 WC Claims Expenses	2015 WC Claims Expenses	Total WC Claims Expenses 2009 - 2015	Average Annual WC Claims Expenses
WC Legal Fees	\$70,082.00	\$82,311.11	\$74,777.52	\$57,922.82	\$45,076.48	\$54,628.05	\$45,615.47	\$430,413.45	\$61,487.64
WC Medical Payments	\$920,237.05	\$1,087,362.70	\$892,849.12	\$501,550.70	\$451,095.82	\$537,294.17	\$646,655.50	\$5,037,045.06	\$719,577.87
WC Settlement Payments	\$802,651.27	\$1,256,727.05	\$877,155.72	\$976,231.13	\$933,244.59	\$494,766.58	\$588,266.30	\$5,929,042.64	\$847,006.09
WC TTD Payments (non-sworn)	\$224,131.72	\$217,918.93	\$113,033.51	\$89,777.28	\$52,873.34	\$104,821.60	\$118,803.90	\$921,360.28	\$131,622.90
PEDA (Fire)	\$264,505.28	\$178,172.02	\$186,231.19	\$10,112.57	\$15,769.89	\$46,855.78	\$66,769.28	\$768,416.01	\$109,773.72
PEDA (Police)	\$12,751.72	\$110,391.57	\$40,126.92	\$26,466.24	\$51,119.99	\$145,440.74	\$152,352.33	\$538,649.51	\$76,949.93
Total Paid/FY	\$2,294,359.04	\$2,932,883.38	\$2,184,173.98	\$1,662,060.74	\$1,549,180.11	\$1,383,806.92	\$1,618,462.78	\$13,624,926.95	\$1,946,418.14
Total # of Claims Per Year	123	117	92	106	135	88	114	775	
Average Cost Per Claim	\$18,653.33	\$25,067.38	\$23,741.02	\$15,679.82	\$11,475.41	\$15,725.08	\$14,197.04	\$17,580.55	



WC Expense Analysis 2009 through 2015 - Departmental Breakdown									
	2009	2010	2011	2012	2013	2014	2015	Totals	Averages
Administrative Services									
Parking Enforcement: Expenses	\$0.00	\$677.99	\$388.50	\$448.72	\$855.34	\$0.00	\$3,717.99	\$6,088.54	\$869.79
Parking Enforcement: Claims	0	1	1	1	2	0	2	7	1
Parking Repair: Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134,003.50	\$0.00	\$134,003.50	\$19,143.36
Parking Repair: Claims	0	0	0	0	0	1	0	1	0.14
Human Resources: Expenses	\$119.10	\$2,977.50	\$0.00	\$220.37	\$0.00	\$0.00	\$0.00	\$3,316.97	\$473.85
Human Resources: Claims	1	1	0	1	0	0	0	3	0.43
IT: Expenses	\$780.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$780.11	\$111.44
IT: Claims	1	0	0	0	0	0	0	1	0.14
Facilities Management: Expenses	\$108,968.42	\$5,201.66	\$18,908.44	\$63,494.33	\$3,057.16	\$54,965.11	\$6,678.89	\$261,274.01	\$37,324.86
Facilities Management: Claims	9	5	2	8	1	8	4	37	5.29
Fleet Services: Expenses	\$3,202.06	\$219,423.16	\$62,630.88	\$250,001.12	\$12,549.77	\$2,492.26	\$53,174.35	\$603,473.60	\$86,210.51
Fleet Services: Claims	3	2	3	3	3	4	5	23	3.29
Administrative Services: Total Expenses	\$113,069.69	\$228,280.31	\$81,927.82	\$314,164.54	\$16,462.27	\$191,460.87	\$63,571.23	\$1,008,936.73	\$144,133.82
Administrative Services: Total Claims	14	9	6	13	6	13	11	72	10.29
City Manager/City Clerk/Finance									
City Clerk: Expenses	\$5,654.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,654.44	\$807.78
City Clerk: Claims	1	0	0	0	0	0	0	1	0.14
Finance: Expenses	\$0.00	\$8,724.36	\$2,781.90	\$0.00	\$0.00	\$0.00	\$0.00	\$11,506.26	\$1,643.75
Finance: Claims	0	1	1	0	0	0	0	2	0.29
City Manager/City Clerk/Finance: Total Expenses	\$5,654.44	\$8,724.36	\$2,781.90	\$0.00	\$0.00	\$0.00	\$0.00	\$17,160.70	\$2,451.53
City Manager/City Clerk/Finance: Total Claims	1	1	1	0	0	0	0	3	0.43
Community & Economic Development									
Expenses	\$0.00	\$25,538.99	\$0.00	\$0.00	\$3,391.43	\$0.00	\$188.46	\$29,118.88	\$4,159.84
Claims	0	4	0	0	2	0	1	7	1
Fire									
Expenses	\$869,766.21	\$206,281.37	\$180,747.61	\$23,107.53	\$138,486.36	\$61,914.29	\$286,076.74	\$1,766,380.11	\$252,340.02
Claims	22	26	22	5	22	19	20	136	19.43

Health & Human Services									
Expenses	\$377.86	\$0.00	\$0.00	\$0.00	\$1,894.23	\$9,575.48	\$525.63	\$12,373.20	\$1,767.60
Claims	1	0	0	0	3	1	1	6	0.86
Library									
Expenses	\$0.00	\$0.00	\$878.26	\$1,836.88	\$0.00	\$878.92	\$1,929.35	\$5,523.41	\$789.06
Claims	0	0	1	2	\$0.00	1	4	8	1.14
Parks, Recreation & Community Services									
Recreation: Expenses	\$102,611.84	\$4,427.01	\$2,041.43	\$83,216.05	\$35,796.54	\$29,664.95	\$37,553.21	\$295,311.03	\$42,187.29
Recreation: Claims	7	7	8	8	17	6	20	73	10.43
Administration: Expenses	\$875.05	\$18,998.71	\$56,178.93	\$929.55	\$254.20	\$0.00	\$0.00	\$77,236.44	\$11,033.78
Administration: Claims	1	2	3	1	1	0	0	8	1.14
Parks, Recreation & Community Services: Total Expenses	\$103,486.89	\$23,425.72	\$58,220.36	\$84,145.60	\$36,050.74	\$29,664.95	\$37,553.21	\$372,547.47	\$53,221.07
Parks, Recreation & Community Services: Total Claims	8	9	11	9	18	6	20	81	11.57
Public Works Agency									
Forestry & Greenways: Expenses	\$307,816.97	\$240,524.56	\$225,808.60	\$7,124.53	\$229,803.63	\$135,014.70	\$114,399.40	\$1,260,492.39	\$180,070.34
Forestry & Greenways: Claims	15	6	10	10	12	11	15	79	11.29
Administration: Expenses	\$0.00	\$0.00	\$0.00	\$4,179.28	\$0.00	\$0.00	\$2,192.28	\$6,371.56	\$910.22
Administration: Claims	0	1	0	3	0	0	1	5	0.71
Infrastructure Streets & Recycling: Expenses	\$154,794.95	\$420,371.58	\$84,152.46	\$11,424.67	\$21,783.06	\$15,844.00	\$108,091.31	\$816,462.03	\$116,637.43
Infrastructure Streets & Recycling: Claims	17	23	10	14	9	12	15	100	14.29
Infrastructure Traffic Lights & Signs: Expenses	\$3,969.80	\$0.00	\$0.00	\$0.00	\$656.12	\$0.00	\$1,662.70	\$6,288.62	\$898.37
Infrastructure Traffic Lights & Signs: Claims	1	0	0	0	1	0	1	3	0.43
Infrastructure Water: Expenses	\$15,765.33	\$85,821.65	\$1,556.66	\$1,605.26	\$6,715.98	\$29,652.78	\$6,318.69	\$147,436.35	\$21,062.34
Infrastructure Water: Claims	6	5	3	3	5	4	1	27	3.86
Infrastructure Sewer: Expenses	\$155,517.08	\$4,214.82	\$530.22	\$300,557.06	\$43,949.79	\$0.00	\$0.00	\$504,768.97	\$72,109.85
Infrastructure Sewer: Claims	4	1	1	2	2	0	0	10	1.43
Public Works Agency: Total Expenses	\$637,864.13	\$750,932.61	\$312,047.94	\$324,890.80	\$302,908.58	\$180,511.48	\$232,664.38	\$2,741,819.92	\$391,688.56
Public Works Agency: Total Claims	43	36	24	32	29	27	33	224	32

Police									
Expenses	\$109,093.52	\$416,653.92	\$115,764.36	\$140,519.90	\$141,518.92	\$252,119.16	\$51,237.81	\$1,226,907.59	\$175,272.51
Claims	34	21	27	45	55	21	24	227	32.43



Memorandum

To: Wally Bobkiewicz, City Manager

From: Martin Lyons, Assistant City Manager/ Chief Financial Officer
 Ashley King, Finance and Budget Manager
 Tammi Turner, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of May June 27, 2016

Date: July 1, 2016

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

Bids/RFPs/RFQs advertised during the Week of June 27, 2016

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Bid 16- 54 2016 Alley Paving Project	Public Works Agency	Work on this project includes all materials, labor, equipment, and services for paving of various alleys, along with all incidental restoration work in the City of Evanston. Bidders must be pre-qualified by the Illinois Department of Transportation (IDOT) and present an IDOT issued "Certificate of Eligibility" with the bid proposal.	\$940,000	Jul 26	Aug 15

Bid 16-58 2016 Rock Salt Purchase	Public Works Agency	This contract is for purchase of bulk rock salt to be used for snow and ice control of City roadways and public right-of-ways.	\$356,500	Jul 19	Aug 15
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Evanston City Council Agenda Schedule - 2016

(PLEASE NOTE: Dates for agenda items are tentative and subject to change.)

**2016 Meeting Dates: Jan 11, Jan 19 (Tues), Jan 25, Feb 8, Feb 15, Feb 22, Mar 14, Mar 21, Mar 28, Apr 11, Apr 18, Apr 25
May 9, May 16, May 23, June 13, June 20, June 27, July 11, July 18, July 25, Aug 15, Sept 12, Sept 19, Sept 26
Oct 10, Oct 17, Oct 24, Nov 14, Nov 21, Nov 28, Dec 12, (Jan 9, 2017)**

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
PRCS	7/11/2016	National Park & Recreation Month	PR	CC	Hemingway	
CMO	7/11/2016	Council Compensation Ordinances	SPB/O	CC	Bobkiewicz	Action
Legal	7/11/2016	Gun Regulations	Discussion	APW	Farrar	
CMO	7/11/2016	Robert Crown Update	Discussion	APW	Lyons	
PWA	7/11/2016	Pesticide (Roundup) Use	Discussion	APW	Stoneback	
CMO	7/11/2016	Audit	B	APW	Lyons	Action: Accept and Place on File
PRCS	7/11/2016	CO- Alltown Transportation	B	APW	Hemingway	
Admin Services	7/11/2016	Main Library Garage Repairs	B	APW	Storlie	
Admin Services	7/11/2016	Sherman Plaza Maintenance Agmt	B	APW	Storlie	
PWA	7/11/2016	1571 Maple Parking Lease	B	APW	Storlie	
PWA	7/11/2016	Allocation of Funds for Alley Project (Ryan Field)	B	APW	Stoneback	
PWA	7/11/2016	Fountain Square - bid plans and specifications	B	APW	Stoneback	(with presentation)
PWA	7/11/2016	Fountain Square - Amend. No. 1 - Phase 2 Engineering Design Svcs	B	APW	Stoneback	
PWA	7/11/2016	Davis St Sewer Repair Contract	B	APW	Stoneback	
PWA	7/11/2016	Water Plant Reliability Improvements	B	APW	Stoneback	
PWA	7/11/2016	CDBG Streets/SNAP Lighting	B	APW	Stoneback	
CD	7/11/2016	NaKorn - Sidewalk Café	B	APW	Muenzer	
PWA	7/11/2016	ERGB Project Construction Funding	R	APW	Stoneback	
PWA	7/11/2016	YMCA Parking Lot Lease	R	APW	Storlie	
CMO	7/11/2016	Sale of 1714-20 Chicago	O	APW	Lyons	Introduction and Action
CMO	7/11/2016	2016 Bond Issues	O	APW	Lyons	Action
PWA	7/11/2016	Special Assessment Ordinances	O	APW	Stoneback	Action (held from 6/27/16)
CD	7/11/2016	1900-1904 Asbury Subdivision - one lot into two	R	PD	Muenzer	P&D 6:45 start
CD	7/11/2016	Planning and Zoning Mailed Noticing Requirements	O	PD	Muenzer	Introduction
CD	7/11/2016	1815 Ridge/Oak - Planned Devel	O	PD	Muenzer	Introduction
CD	7/11/2016	922 Noyes (medical office - 0 parking spaces)	O	PD	Muenzer	Action
CD	7/11/2016	1916 Dempster St - Special Use (Goodwill)	O	PD	Muenzer	Action
CD	7/11/2016	555 Howard - Special Use (Convenience Store)	O	PD	Muenzer	Action
PRCS	7/11/2016	NU/Golf Course Parking Agmt	B	HS	Hemingway	
Health	7/11/2016	Bee Keeping Ordinance	O	HS	Thomas-Smith	Action
CMO	7/11/2016	BCC Ordinances (3 Consolidations)	O	Rules	Bobkiewicz	Introduction

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Mayor	7/11/2016	Appointments and Re-Appointments		CC / Appointments	Francellno	
CMO	7/11/2016	Executive Session		CC		
CMO	7/25/2016	Independent Retailer Month / Business District Awards	PR	CC	Lyons	
Admin Services	7/25/2016	Single Source Towing -North Shore	B	APW	Storlie	
Admin Services	7/25/2016	Duncan One Year Renewal	B	APW	Storlie	
PRCS	7/25/2016	Moran Center Rehabilitation Agreement	B	APW	Hemingway	
PWA	7/25/2016	Road Salt Purchase	B	APW	Stoneback	
CMO	7/25/2016	Right of Way Permit for ERUV	R	APW	Bobkiewicz	
CMO	7/25/2016	Lease Agmt with 860 Chicago (City Newstand, Inc.)	R	APW	Lyons	
CMO	7/25/2016	Special Assessment Interest Rate Change	O	APW	Lyons	Introduction
CD	7/25/2016	1919 Church St - Special Use (ComEd), and Variations (Fencing, Landscaping)	O	PD	Muenzer	Introduction
CD	7/25/2016	707 Howard - Special Use (Craft Brewery)	O	PD	Muenzer	Introduction
CD	7/25/2016	2020 Greenwood - Setbacks	O	PD	Muenzer	Introduction AND Action
PRCS	7/25/2016	Noyes Lease - Adriana Porterash	R	HS	Hemingway	
CMO	7/25/2016	Aldermanic Communications Allowance	SPB	Rules	Bobkiewicz	
Mayor	8/15/2016	IMRF 75th Anniversary	P	CC	Francellno	
CMO	8/15/2016	Smylie Lease	B	APW	Lyons	
CD	8/15/2016	Complete Streets Policy Revision	B	APW	Muenzer	
PWA	8/15/2016	Tree Stump Removal Contract	B	APW	Stoneback	
CMO	8/15/2016	Budget Amendments	O	APW	Lyons	
CD	8/15/2016	North Downtown Planning	Discussion	PD	Muenzer	(contd from 4/18)
CD	8/15/2016	321 Howard St - Special Use (Convenience Store)	O	PD	Muenzer	Introduction
CD	8/15/2016	1822 Ridge - Special use (Indoor Recreation Facility)	O	PD	Muenzer	Introduction and Action
CMO	August	City Manager Evaluation		CC		
Council & Committee Meetings						
Wed, July 6	6:00 PM	Human Services Committee				
Thurs, July 7	7:00 PM	Housing and Homelessness Commission/ Commission on Aging				

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Mon, July 11	6:00 PM	A&PW, P&D, City Council meetings				
Mon, July 18	7:00 PM	City Council- City Manager Evaluation				
Tues, July 19	7:00 PM	Housing & Community Development Act Committee				
Wed, July 20	6:30 PM	M/W/EBE Advisory Committee				
Mon, July 25	6:00 PM	A&PW, P&D, City Council meetings				
Wed, July 27	6:00 PM	Transportation/Parking Committee				
Wed, July 27	7:00 PM	Economic Development Committee				
DEFERRED	Date	Item	Action	Committee	Staff	
Dept						
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
CMO		Harley Clarke	SPB	CC	Bobkiewicz	CC Tabled 10.26.15
CMO		Fines for bikes on sidewalks	O	APW	Bobkiewicz	
Utilities		Computerized Maintenance Management System	B	APW	Stoneback	
CMO		D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv		Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv		Amendment to PEHP Resolution	R	APW	Lyons	
Law		Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
Law		Title 9 City Code Amendments	O	CC	Farrar	(Introduced 1.27.14)
Law		Pedicabs	O	APW	Farrar	Tabled 3.9.15 (revisit 2016)
Admin Serv		Credit Card Analysis	D	APW	Lyons	
Law		Panhandling/Soliciting; limit residential hours to 4 pm	O	APW	Farrar	Intro 7/27/15; Held at 8/17 mtg
PWA		AVL Purchase	B	APW	Stoneback	
CMO		Animal Stray Hold Policy	O	HS	Bobkiewicz	(discussion at Animal Board mtg 7/13)



Memorandum

To: Honorable Mayor and Members of the City Council

From: Kumar Jensen, Environmental Project Coordinator

Subject: 33-O-16 Building Energy and Water Use Benchmarking Ordinance
Supplemental Information

Date: June 29, 2016

Enclosed you will find a brief document prepared by City staff that provides supplemental information on the proposed Building Energy and Water Use Benchmarking Ordinance. The enclosed document has also been made public on the City's Benchmarking Information & Resources page: www.cityofevanston.org/benchmarking. Please feel free to circulate the attached document and above website to any of your constituents that may have questions or concerns.

Please contact me at (847) 448-8199 or kjensen@cityofevanston.org if you have any question or would like additional information.

33-O-16 Building Energy and Water Use Benchmarking Ordinance Supplemental Information

Prepared on 6/28/16

This document was prepared by City staff to provide supplemental information on the proposed Building Energy and Water Use Benchmarking Ordinance.

What is Benchmarking?

The process of tracking the energy & water consumed, over time, of an existing building and comparing the results to similar buildings or an applicable standard.

Why is Benchmarking Important?

Existing buildings account for the largest single share of the community's greenhouse gas emissions. Existing buildings play a crucial role in the City's emissions reduction goals and its greater sustainability efforts.

Who is Required to Comply?

City-owned buildings (10,000 square feet and greater) and privately-owned buildings (20,000 square feet and greater). Table 1 provides additional detail on when different sized buildings would be required to comply.

When are Buildings Required to Comply?

The largest buildings would be required to comply by June 30th, 2017 and each successive group of buildings would be required to comply in subsequent years. Table 1 illustrates the compliance timeline for City Buildings and all covered buildings (Type 1, Type 2 and Type 3).

How will Buildings Comply?

Covered buildings will be required to utilize Portfolio Manager, a free online tool administered by the U.S. EPA's ENERGY STAR program. All municipalities with benchmarking ordinances use this online tool. Portfolio Manager is specifically designed to make it easy for buildings to track, benchmark and create reports that can be shared internally or with the City.

Buildings Already Benchmarking

Some of the largest employers in Evanston, including Rotary International, City of Evanston, District 65, Northshore University Hospital, Presence St. Francis Hospital and Northwestern University, have already incorporated benchmarking into their property management strategies. Together, these buildings account for one-fifth of the buildings included in the ordinance.

Period of Public Comment

The City will be accepting Public Comment on the draft ordinance between Tuesday, June 21 and Friday, July 15. Feedback on the draft ordinance can be provided in the following ways:

1. [Submit the Benchmarking Public Comment Form](#) – Comments from the submitted forms will be reviewed once the public comment period has ended on July 15.
2. **Attend a Public Comment Open Session** – City staff will host three drop-in sessions open to the public. Interested stakeholders and community members can attend to learn more about the ordinance and/or comment on the draft.
 - Tuesday, June 28, 5 p.m. to 8 p.m.
 - Wednesday, July 6, 8 a.m. to 11 a.m.
 - Thursday, July 7, noon to 3 p.m.

All sessions will be held on the second floor of the Morton Civic Center in room 2404. The Morton Civic Center is located at 2100 Ridge Avenue in Evanston, IL. There is free public parking in the rear of the building. The building is roughly a seven minute walk west from both the Noyes and Foster CTA Purple Line stations.

Table 1

Covered Buildings	Size (sq. ft.)	First Reporting Deadline	First Verification Deadline	Estimated Number of Buildings	Buildings Currently Benchmarking	Estimated Total Sq. Ft.
Type 1	100,000+	June 30, 2017	June 30, 2017	89	33	24,632,075
Type 2	99,999 - 50,000	June 30, 2018	June 30, 2018	165	39	11,939,767
Type 3	49,999 - 20,000	June 30, 2019	June 30, 2019	417	40	14,201,636
City Buildings	10,000+	June 30, 2017	June 30, 2017	15	15	2,064,334
Totals				686	127	52,837,812

Please note that the Estimated Number of Buildings and the Total Sq. Ft. are both estimates that City staff is working to verify.

Additional details on the ordinance development process and a link to the draft ordinance can be found at www.cityofevanston.org/benchmarking.

Please direct any questions or concerns to Kumar Jensen, Environmental Project Coordinator at kjensen@cityofevanston.org or 847-448-8199.



Memorandum

To: Honorable Mayor and Members of the City Council

From: Damir Latinovic, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: June 30, 2016

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

Please contact me at 847/448-8675 or dlatinovic@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, June 24- June 28, 2016

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	1620 Judson Avenue	Zoning Analysis	Demolish existing rear porch and deck and construct a new enclosed porch and deck at SFR	03/10/16	pending additional info from the applicant
1	833 Lincoln Street	Building Permit	Paving strip of land next to garage off alley	06/27/16	pending staff review
2	1021 Dewey Avenue	Zoning Analysis	Demolish existing and construct a new SFR	06/23/16	pending staff review
2	1513-1515 Greenleaf Street	Zoning Analysis	Demolish existing vacant building and construct 2 live-work principal structures with ground floor office space and 2 detached garages	06/22/16	pending staff review
2	1818 Maple Avenue	Zoning Analysis	Zoning Verification Letter for Hilton Garden Inn	06/22/16	pending staff review
2	1916 Dempster Street	Building Permit	Interior and exterior remodeling for a Resale Establishment (Goodwill)	06/01/16	DAPR 07/13/16
3	1015 Chicago Avenue	Zoning Analysis	Enclose roofed canopy and construct second story addition (AutoBarn)	06/24/16	pending staff review
3	1040 Hinman Avenue	Building Permit	New lighting conduits installation for landscaping and garage	06/16/16	pending staff review
3	1307 Chicago Avenue	Building Permit	Stair replacement and new patio in rear yard	06/23/16	pending staff review
3	493 Sheridan Road	Building Permit	Gut rehab/remodel of existing 6-unit building to 7-unit rental apartments	06/27/16	pending staff review
3	520 Main Street	Building Permit	Interior buildout of new banking area (First Bank & Trust)	06/27/16	pending staff review
3	651 Forest Avenue	Building Permit	Construction of 1-story addition at rear of SFR	06/28/16	pending staff review
3	856 Hinman Avenue	Building Permit	Interior remodeling including home occupation space for one unit in existing multifamily building	06/22/16	pending additional info from applicant
4	1006 Ridge Avenue	Building Permit	Various interior and exterior renovation to existing SFR	03/08/16	pending additional information from the applicant
4	1009 Davis Street	Building Permit	Interior alteration of existing restaurant into a new Type 2 restaurant (Yeero Revolution)	06/24/16	pending Substitution of Special Use determination
4	1124 Maple Avenue	Building Permit	Roof replacement and interior remodel	06/23/16	pending staff review
4	1571 Maple Avenue	Building Permit	Construct 12-story, 101 DU multifamily residence (Planned Development)	12/21/15	pending additional info from the applicant; DAPR approved 03/23/16
5	2019 Pratt Court	Building Permit	Construct new single family residence	05/26/16	pending revisions
6	2144 McDaniel Avenue	Building Permit	New SFR with attached garage	05/06/16	pending revisions
6	2215 Crawford Avenue	Building Permit	New walkway at SFR	06/23/16	pending staff review
6	2422 Hastings Avenue	Building Permit	Construct rear yard paver patio	11/09/15	pending additional info from the applicant
6	2424 Grant Street	Building Permit	Deck expansion at SFR	06/22/16	pending staff review
6	2431 Central Park Avenue	Zoning Analysis	Convert attached garage into livable space and new detached garage	05/04/16	pending additional info from the applicant
6	2515 Thayer Street	Building Permit	Second story addition to SFR	05/12/16	pending additional information from the applicant
6	2519 Harrison Street	Building Permit	New SFR	06/27/16	pending staff review
6	2632 Princeton Avenue	Zoning Analysis	Addition to SFR with new detached garage	06/22/16	pending additional information from the applicant

6	2814 Central Street	Building Permit	Interior and exterior renovation for a daycare center (Little Green Tree House)	04/14/16	pending additional info from the applicant (DAPR approved 06/08/16)
7	1121 Colfax Street	Building Permit	New addition and interior renovation to existing SFR	06/01/16	pending revisions
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	pending final DAPR review
7	2145 Sheridan Road	Building Permit	Interior renovation (NU)	06/27/16	pending staff review
7	2711 Asbury Avenue	Zoning Analysis	Construct new patio and walkways at SFR	06/08/16	pending revisions
7	568 Ingleside Park	Building Permit	Construction of new SFR	06/22/16	pending staff review
7	616 Central Street	Building Permit	1-story addition in rear	06/20/16	pending minor variation determination
7	811 Central Street	Building Permit	Addition to SFR	06/14/16	pending staff review
7	824 Monticello Place	Building Permit	Interior and exterior renovation of SFR	05/04/16	pending revisions
8	1426 Mulford Street	Building Permit	Construction of a new single story SFR	06/21/16	pending staff review
8	2330 Oakton Street	Zoning Analysis	Expansion of existing parking lot (Pace Bus).	01/19/16	pending DAPR review
9	2525 Oakton Street	Building Permit	Construction of a ready mix plant with aggregate storage and office	06/24/16	pending staff review
9	533 Wesley Avenue	Building Permit	New paver patio in rear yard	06/27/16	pending staff review
9	918 Madison Street	Building Permit	Demolish existing 1-car garage and construct a new 2-car detached garage	06/06/16	pending revisions

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
2	1815 Ridge/1815 Oak Avenue	Planned Development and Rezoning	New 10-story independent and assisted living senior housing development with 163 units and 67 parking spaces	12/11/15	P&D 07/11/16
2	2020 Greenwood Street	Major Variation	2' setback where 8' is required for outdoor storage units; elimination of 22 required parking spaces for a total of 10 parking spaces where 82 are required and 32 previously existed	03/02/16	P&D 07/25/16
2	1916 Dempster Street	Special Use	Special use for a Resale Establishment (Goodwill) in the C1 Commercial District	04/29/16	CC 07/11/16
2	1822 Ridge Avenue	Special Use	Commercial Indoor Recreation for one-on-one personal training (Omni-Fit)	06/15/16	DAPR 07/06/16 & ZBA 07/19/16
4	1009 Davis Street	Special Use	Substitution of special use - Type 2 Restaurant (Yeero Revolution)	06/28/16	pending staff review
4	601 Davis Street	Planned Development, Rezoning and Special Use	New 26-Story, 221 unit mixed use development with 21,020 sq. ft. of commercial space	12/23/15	Pending additional info from the applicant
5	1924 Grey Avenue	Zoning Complaint	Illegal landscaping business	10/08/15	Case ongoing, Re-inspection pending
5	1927 Brown Avenue	Zoning Complaint	Illegal car repair business	02/04/16	Case ongoing, Re-inspection pending
5	1900-1904 Asbury Avenue	Plat of Subdivision	Divide existing lot into two lots	06/17/16	P&D 07/11/16
5	922 Noyes Street	Major Variation	Add 0 parking spaces where 3 additional parking spaces are required for a medical office (chiropractor)	05/12/16	CC 07/11/16
5	824-828 Noyes Street	Planned Development	New four story mixed-use building with 44 dwelling units, 3200 sq. ft. ground floor commercial space and 35 on-site parking spaces	05/27/16	PC 07/13/16
5	1919 Church Street	Special Use & Major Variation	Replace ComEd utility with new DC-in-a-box with variations to reduce fencing and landscaping requirements	06/02/16	ZBA 07/05/16 & P&D 07/25/16
6	2773 Bernard Place	Fence Variation	0.5' street side yard setback for a 6' fence where 2' is required	05/12/16	determination after 07/12/16
6	2742 Bernard Place	Major Variation	2.6' north interior side yard setback for a second story addition that aligns with first floor	06/14/16	ZBA 07/19/16
6	2505 Thayer Street	Minor Variation	Rear yard setback and building lot coverage variation for a new detached garage	06/14/16	determination after 07/12/16
6	2303 Thayer Street	Minor Variation	Side yard setback and building lot coverage variation for a one-story addition in rear	06/13/16	determination after 07/12/16
7	616 Central Street	Minor Variation	Side yard setback variation for a rear addition	06/22/16	determination after 07/12/16
8	555 Howard Street	Amendment to Special Use	Modify hours of operation for existing convenience store to 1am	05/31/16	CC 07/11/16
8	707 Howard Street	Special Use	Craft Brewery (North Shore Cider)	06/03/16	ZBA 07/05/16 & P&D 07/25/16
8	321 Howard Street	Special Use	Convenience Store in an existing two story mixed-use building	06/02/16	pending DAPR & ZBA 07/19/16



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: July 1, 2016

Enclosed is the weekly summary report of field inspections under special monitoring. The report, organized by ward, includes the property address, the type of inspection, inspector notes, date received and current status.

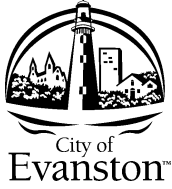
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received, July 1, 2016

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	1619 Chicago Avenue (The Merion)	Residential Addition	Streets and sidewalks in good condition. Alley and catch basin are clean. Exterior construction lift is being disassembled. Final inspections are being scheduled. Projected occupancy is end of July.	6/28/2016
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	Fences and sidewalks are in good condition and streets are clear of dirt and debris. Soil erosion reports are current. Developer has submitted drainage plans to the City and MWRD for review.	6/27/2016
3	835 Chicago Avenue (9-story mixed-used)	Commercial/Residential	Fences and sidewalks are in good condition and streets are clear of mud and debris. Catch basin and alley are clean. Projected partial occupancy is end of August.	6/27/2016
4	1026 Davis Street (Taco Diablo/LuLu's)	Restaurant/Retail	Rooftop bar area and interior set up is about 90% complete. West half of the building remains unimproved. The storm drain catch baskets are clean. The job site is kept in order.	6/28/2016
4	1029 - 1035 Davis Street	One Story Commercial	Project on hold until commercial tenants are found. The exterior job site is being kept in order.	6/28/2016
4	1571 Maple Avenue	Mixed Use Building	Construction fencing and dust control screening is in place and plumb. Light poles along Maple Avenue frontage have been temporarily removed until perimeter beam work is completed. Caisson work continues. The public way and street are kept clean.	6/28/2016
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	Display cases and specialty fixture installations continue. Storm drain catch basket is clean. Job site is kept clean and in order.	6/28/2016
5	1911 Church Street (Y.O.U. Building)	Foundation	Scaffolding is in place above the sidewalk and is being wired for lighting. The public way is free from obstructions. Construction and soil erosion fencing are in place and in good condition.	6/28/2016
7	1620 Central Avenue	New 47 Unit Apartment Building	Carpenters are framing the 4th floor. Storm drain catch baskets were clean at the time of inspection. No obstructions in the public right of way. Construction fencing is secure. Contractor is aware of upcoming 4th of July events.	6/27/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	The construction and soil erosion fencing are in place and plumb. The storm drain catch baskets were clean at the time of inspection. Right of way is clear. Job site is being kept in order.	6/27/2016
7	2255 Campus (Ryan/Walter Athletic Center)	Lakeside Athletic Facility	Construction/soil erosion fencing and truck wash station are in good condition. Construction crews are installing caissons along the north end of the project. The job site is being kept in order.	6/27/2016

7	560 Lincoln (NU Residence Hall)	New Dormitory	Site is well kept. Catch baskets are in place and the fences and silt fences stand plumb. Street cleaning equipment is on site and streets are closely monitored. Contractor is forming the 4th floor deck and installing mechanical, electrical and plumbing prior to concrete pour.	6/27/2016
8	222 Hartrey Avenue (Autobarn)	Interior/Exterior Remodel	Sidewalks and property are in good condition. Exterior of building and surrounding lot are finished. Outlot to be repaved soon. Final inspections are being scheduled.	6/27/2016



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: July 1, 2016

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, date received and current status.

Please contact me at (847) 448-8160 or twhittington@cityofevanston.org if you have any questions or need additional information.

**Liquor Licensing Weekly Report
Liquor Applications Received and Pending**

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROPOSED HOURS for LIQUOR SALES	DATE REC'D	STATUS¹
3	Union Squared	1307 Chicago	D	Restaurant (Alcohol)	11am – 11pm (Mon – sat); 11am – 10pm (Sun)	6/7/16	Pending City Council Introduction
4	The Barn	1016 Church Street	D	Restaurant (Alcohol)	5PM – 12AM (Tue – Sat)	5/31/16	Pending City Council Introduction

¹ Applicants are first noticed to the Liquor Licensing Review Board before proceeding to City Council



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING JULY 1, 2016

HAPPY 240TH BIRTHDAY AMERICA!!!

Editor's Note: The NWMC offices will be closed on Monday, July 4 in observance of Independence Day.

General Assembly Passes Stopgap Budget

On Thursday, the final day of State Fiscal Year 2016, the General Assembly passed and the Governor signed a partial budget ([Senate Bill 2047](#) and [Senate Bill 1810](#)) designed to ensure that schools open in the fall, construction projects continue and the state can maintain operations for the first half of State Fiscal Year 2017. For local governments, the "stopgap" budget includes appropriation authority for local government revenues including the Motor Fuel Tax (MFT), Use Tax, gaming revenues and 9-1-1 funding for the full fiscal year. In addition, the partial budget includes critical transportation appropriations and reappropriations that prevented IDOT's previously announced July 1 shutdown of construction and engineering projects.

Additional components of the stopgap budget deal include legislation focused on funding for the Chicago Public Schools (CPS). The General Assembly passed bills that committed the state to paying one year of the normal pension costs for CPS ([Senate Bill 2822](#)) and gave CPS the ability to raise property taxes for pensions ([Senate Bill 318](#)). Furthermore, the stopgap budget included a full year of P-12 school funding with additional revenue directed towards low-income school districts. The final bill ([Senate Bill 2562](#)) in the budget deal was a Tax Increment Financing (TIF) measure that creates transit facility improvement areas for the Chicago Transit Authority's (CTA) modernization and expansion projects. Of specific interest to NWMC members, the bill includes the Red and Purple Line Modernization.

Many legislators recognized during yesterday's floor debate that this partial budget does not fully close the books on state fiscal year 2016 or provide a full budget for state fiscal year 2017. The stopgap measure avoids the immediate crises of halted construction projects, schools failing to open and threatened state functions, but it does not address the fiscal imbalance in the state's revenues and expenditures. This partial budget demonstrates that the ability of the General Assembly and the Governor to reach compromise; however, a comprehensive solution for the state's budget must still be addressed. *Staff contacts: Mark Fowler, Chris Staron, Larry Bury*

LAST CALL (no, really): Join a NWMC Committee or Two

Thursday was the official deadline for members to submit their interest on serving on one or more of the Northwest Municipal Conference's committees. Due to the holiday weekend, staff will not begin compiling the committee lists until next week. Therefore, if you have not yet submitted your forms, you have an "informal" deadline extension. Please take advantage of this last call and put your knowledge, energy and talents to great use by helping to represent the needs of our communities and accomplish our shared goals.

Please submit a copy of your signup sheet over the weekend or early next week to Larry Bury via email, lbury@nwmc-cog.org or fax, 847-296-9207. *Staff contact: Larry Bury*

Lake Co. Sheriff's Spokesman/Detective Covelli to Address NWMC Communicators

The next NWMC Local Government Communicators Committee meeting will be held on Wednesday, July 20 at the *Mount Prospect Village Hall*, 50 S. Emerson Street. The committee will meet from 11:00 a.m. (please note earlier start time) to Noon. After the meeting, Lake County Sheriff Spokesman and Detective Christopher Covelli will make a special presentation entitled: "Media Relations: The *Fox Lake* Incident". All NWMC members are welcome to attend the presentation that will begin at noon and end at approximately 1:00 p.m.

Please RSVP to Committee Chairperson and *Palatine Management Analyst Samantha Brunell*, sbrunell@palatine.il.us by Wednesday, July 13. If you are a member of the Committee, please look for Thursday's email from Samantha with specific details regarding the special meeting and promptly respond. *Staff contacts: Mark Fowler, Marina Durso*

Mark Your Calendar for the NWMC Fall Surplus Vehicle and Equipment Auction

The Northwest Municipal Conference and America's Auto Auction (America's AA) are pleased to announce that the next NWMC live surplus vehicle and equipment auction will be held on Tuesday, October 25, 1:00 p.m. at Americas Auto Auction Chicago, 14001 S. Karlov Avenue in Crestwood. America's AA Commercial Account Manager Bruce Uhter or NWMC sales representative Jim Fee will be contacting all NWMC members to discuss the October 25 auction in detail.

The NWMC/America's AA partnership provides for additional sales opportunities and methods for NWMC members, streamlines the auction process for buyers and sellers and saves NWMC members time and money in disposing of their equipment while supporting the operations of the organization. America's AA 40-acre, state-of-the-art facility provides full service auctions for their existing dealer network, the general public and online/simulcast bidders. Please visit <http://americasautoauction.com/files/index.aspx> for more information on America's AA services.

As a reminder, a few of the advantages to holding the NWMC auctions at America's AA include:

- Transportation of vehicles to America's AA at any time, 24/7 – no need to store your vehicles until the day prior to the NWMC auction.
- America's AA will provide all drivers on auction day (except for some specialty vehicles); therefore, NWMC members will not incur overtime costs for staff to work at the NWMC auctions.
- America's AA can arrange to transport vehicles through third party providers at a lower cost than having NWMC members pull employees off the job site.
- America's AA offers a variety of additional services designed to maximize resale value including vehicle condition reports, reconditioning/repair services, dent removal, window replacement, washing, etc.
- Pre-sale inventory listings on America's AA website are viewed by thousands of potential purchasers.
- No NWMC public works facilities will be inconvenienced by hosting the event.

The partnership also provides for year-round Internet auctions, allowing NWMC members to remarket vehicles and equipment quickly and easily to America's AA extensive network of buyers. For questions or additional information, please contact Bruce Uhter, Bruce.Uhter@americasautoauction.com, (219) 713-0327 (mobile) or 708-389-4488 (office) or Jim Fee, jamesfee7522@yahoo.com or (773) 315-0293. *Staff contact: Ellen Dayan*

Ford Announces 2016 Taurus Factory Order Cut-Off Date

The Suburban Purchasing Cooperative (SPC) has been advised by Bredemann Ford of *Glenview* that Ford Motor Company announced September 2 as the factory order cut-off date for the 2016 Ford Taurus SE (Contract #125A). The SPC will need to rebid the 2017 Ford Taurus, so to avoid a price increase, please order the 2016 model now and save money by enjoying the ongoing 15% Ford discount. The SPC 2016 price was \$21,702,00 but the with the Ford discount of \$3,428,00, the base vehicle with all standard equipment may be purchased on the SPC contract for just \$18,274.00. For questions or additional information, please contact staff or Duey Schroeder, 847-510-5330 or dueyschroeder@bredemann.com. *Staff contact: Ellen Dayan*

CMAP 2050 Priorities Report Out For Comment

Following the first round of public engagement, the Chicago Metropolitan Agency for Planning (CMAP) has released a summary document of the key regional priorities that will shape their next regional comprehensive plan entitled On To 2050. In addition to existing Go To 2040 priorities which will continue or be refined in the new plan, topics such as stormwater and climate resilience, inclusive growth, shared services, asset management and transit modernization will be explored. CMAP plans to publish a series of snapshots and strategy papers on these topics in the coming year.

The document, entitled “Emerging Priorities for On To 2050”, can be found on CMAP’s website, <http://www.cmap.illinois.gov>. Comments can be submitted until 4:00 p.m. on Monday, August 15 by emailing onto2050@cmap.illinois.gov with subject of "ON TO 2050 Priorities Comment." Additional opportunities for public engagement will start again in summer 2017, when CMAP will conduct extensive engagement on a series of alternative future scenarios for the region. The draft plan is scheduled to be released for public comment in summer 2018, with final adoption targeted for October 2018. *Staff contacts: Mike Walczak, Brian Pigeon*

Planning for Pace’s Dempster Street Pulse Route Continues

Representatives from Pace, municipalities in the planned corridor, and other regional agencies met on Wednesday in *Morton Grove* for the second meeting of Pace’s Pulse Dempster Line Corridor Advisory Group. The current plan identifies 17 stations along the proposed route, which will run along Dempster from *Evanston* to *Des Plaines*, then along Lee/Mannheim from *Des Plaines* to *O’Hare*. Based on previous feedback from the corridor’s stakeholders, Pace has narrowed the list of potential station locations and made changes to the station design and amenities. The new service will operate more frequently than the current Route 250, but the stops will be spaced farther apart, allowing for faster travel times.

The next steps include pursuing funding opportunities for capital construction costs, finalizing the Project Definition Report, undergoing an Environmental Review, coordination with communities and agencies as well as public outreach. Service along the Pulse Dempster Line is scheduled to begin in 2019. For more information, please visit <http://pulse.pacebus.com/index.php/pace-begins-pulse-dempster-line-study>. *Staff contacts: Mike Walczak, Brian Pigeon*

Enjoy a Day at the Races with Warehouse Direct Workplace Solutions

On Thursday, August 4, Suburban Purchasing Cooperative (SPC) Office Supplies and Janitorial Supplies vendor Warehouse Direct Workplace Solutions of *Des Plaines* has invited all NWMC members to enjoy a day at Arlington International Racecourse for a showcase of their new products and equipment. Attendees will see the latest products and equipment for the workplace from over 50 top manufacturers, including HON and HP.

The product show will be held from 9:00 a.m. to 2:00 p.m. in the Million Room (4th floor) at Arlington International Racecourse, 2200 W. Euclid Avenue in *Arlington Heights*. A buffet lunch will be served from 11:30 a.m. to 1:30 p.m. and then attendees can enjoy racing from the Million Room until 4:00 p.m.

Please register by Friday, July 22 by visiting <http://www.warehousedirect.com/customerappreciation.aspx> or call Warehouse Direct Customer Service, 847-952-1925. Please note that, due to the nature of this business event, children are not permitted. For questions or additional information, please contact Warehouse Direct Workplace Solutions Super Source Force Team Leader Spencer Touchie, 847-631-7188 (office), 708-473-2907 (mobile) or spencertouchie@warehousedirect.com. *Staff contact: Ellen Dayan*

Meetings and Events

NWMC Executive Board will meet on Wednesday, July 6, at 8:30 a.m. at the NWMC offices.

NWMC Local Government Communicators Committee will meet on Wednesday, July 20 at 11:00 a.m. at the *Mount Prospect Village Hall*, 50 E. Emerson Street.