



Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: December 23, 2016

STAFF REPORTS BY DEPARTMENT



Weekly Report for December 16, 2016 – December 22, 2016

City Manager's Office
City Council Agenda Schedule

Community Development
Weekly Zoning Report
Weekly Inspection Report

Health Department
Weekly Food Establishment Application Report

Law Department
Weekly Liquor License Applications Report

Public Works Agency
Project Management Report – 4th Quarter 2016

Legislative Reading
NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES
Wednesday, December 28, 2016 - CANCELLED
Design and Project Review Committee
www.cityofevanston.org/dapr



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of December 16, 2016 through December 22, 2016.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2415	2859
SERVICE REQUESTS	466	522
TOTAL CHATS	48	73
TOTAL TEXT	24	21

Top 5 Service Requests

Total

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

1. Building Permit Inspection Request	71
2. Broken Parking Meter	45
3. Snow/Ice/Hazard Removal	40
4. Trash Special Pick up	23
5. Recycling Missed Pick up	20

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	393
Administrative Services -Finance	62
Administrative Services -HR	17
Administrative Services - Other	69
City Clerk’s Office	80
City Manager’s Office	25
ComDev / Economic Development	15
ComDev/ Bldg Inspections	149
ComDev / Housing Rehab	4
ComDev / Planning/Zoning	12
General Assistance	4
Fire Life Safety	30
PublicStuff Request	311
Health	69
Information	516
Law	8
Library	3
Mayor’s Office	3
Other/311	241
Other – Social Services	16
Parks – Maintenance	2
Parks – Programs/Picnics/Permits	8
Parks – Other	26
Parks/Recreation	31
Parks – Forestry	10
Parks- Recreation Programs	31
Police	92
Public Works / Fleet	0
Public Works / Street Sanitation	124
Public Works / Engineering	10
Tax Assessment Office	1
Utilities – Power	1
Utilities – Sewer	2
Utilities – Water	50
TOTAL	2415

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)**

B=Business of the City by Motion R=Resolution O=Ordinance
 D=Discussion C=Communication P=Presentation A=Announcement PR=Proclamation SPB=Special Order Business
 APW=Administration & Public Works PD=Planning & Development HS=Human Services EDC=Economic Development
 BUD=Budget OC=Other EXS=Executive Session SPC=Special City Council Meeting CC=Council Only

DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CMO	1/9/2017	Sir Fraser Stoddard - Nobel Prize Recognition/Key to City	P	CC	Francellno/ Bobkiewicz	
CMO	1/9/2017	Sherman Plaza Garage Fence	D	CC	Bobkiewicz	
Admin Services	1/9/2017	Janitorial Services - Multiple Buildings	B	APW	Storlie	
Admin Services	1/9/2017	PEG Fund Distribution to D65 & D202	B	APW	Storlie	
PWA	1/9/2017	Main St Commons Engr Svcs Amendment 1	B	APW	Stoneback	
PWA	1/9/2017	Emerson Signal Engr Svcs	B	APW	Stoneback	
PWA	1/9/2017	Penny Park Change Order 2	B	APW	Stoneback	
CMO	1/9/2017	USPS Lease Amendment	R	APW	Lyons	
CMO	1/9/2017	Right of Way Permit for ERUV	R	APW	Bobkiewicz	
PWA/Legal	1/9/2017	Water Sales	R	APW	Stoneback / Farrar	
PWA	1/9/2017	Authorizing Construction on IL State Highways for Years 2017-18	R	APW	Stoneback	
CMO	1/9/2017	Junk Truck and Antique Dealer Amendments	O	APW	Bobkiewicz	
Admin Services	1/9/2017	Parking Prohibited -brummel	O	APW	Storlie	For Action
Legal	1/9/2017	Liquor License Increase (Kabul)	O	APW	Farrar	For Action
CD	1/9/2017	Plat of Resubdivision - 917-919 Edgemere Court	R	PD	Muenzer	
CD	1/9/2017	1565 Sherman Ave - Special use (Sushi Burrito)	O	PD	Muenzer	
CMO	1/9/2017	Animal Impoundment Procedures	O	HS	Bobkiewicz	For Action
PRCS	1/9/2017	Farmers Market Amendments	O	HS	Hemingway	For Action
CMO	1/9/2017	Sunshine Enterprises Funds	B	ED	Lyons	
Mayor	1/9/2017	Reappointment - ED Cmtee		CC	Francellno	
PWA	1/23/2017	CMAQ Applications Approval	B	APW	Stoneback	
CD	1/23/2017	Amendment to International Mechanical Code – Decibel Level	O	APW	Muenzer	
CD	2/13/2017	Complete Streets Policy Revision	B	APW	Muenzer	
Council & Committee Meetings						
1/9/2017	6:00 PM	Administration & Public Works, Planning & Development, City Council				
1/10/2017	7:00 PM	Housing, Homelessness and Human Relations Commission				
1/17/2017	7:00 PM	City Council				
1/18/2017	6:30 PM	M/W/EBE Development Committee				
1/24/2017	12:34 PM	Harley Clarke Planning Committee				

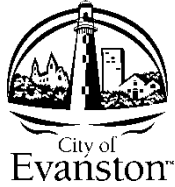
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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
1/23/2017	6:00 PM	Adminstration & Public Works, Planning & Development, City Council				
1/24/2017	7:00 PM	Housing & Community Dev. Act Committee				
1/25/2017	6:00 PM	Transportation/Parking Committee				
1/25/2017	7:00 PM	Economic Development Committee				
<u>DEFERRED</u>						
Dept	Date	Item	Action	Committee	Staff	
CD		Sidewalk Cafes Administrative Revisions	O	PD	Muenzer	Introduction
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		Amendment to PEHP Resolution	R	APW	Lyons	
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
CMO		Animal Welfare Board	O	R	Bobkiewicz	(for 2017)



Memorandum

To: Honorable Mayor and Members of the City Council

From: Scott Mangum, Planning and Zoning Administrator

Subject: Weekly Zoning Report

Date: December 22, 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 smangum@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, December 14, 2016 - December 20, 2016

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	2103 Orrington Avenue	Building Permit	Attic interior renovation st SFR	10/21/16	pending staff review
1	818 Colfax Street	Building Permit	Two story 2-car detached garage at SFR	11/07/16	non-compliant, pending revisions
1	115 Dempster Street	Zoning Analysis	Construct 1 and 2 story additions, increase dormer size	11/22/16	non-compliant; pending major variation application
1	2014 Orrington Avenue	Zoning Analysis	Construct 3rd story, new façade, addition for elevator (Lubavitch Chabad of Evanston)	12/06/16	non-compliant, pending revisions
2	2323 Greenleaf Street	Building Permit	Construct detached garage and concrete parking pad and sidewalk at SFR	09/28/16	non-compliant, pending revisions
2	1600 Dodge Avenue	Zoning Analysis	Construct two wind turbines (Evanston Township High School)	12/06/16	pending staff review
3	112 South Boulevard	Building Permit	1st and 2nd floor additions to SFR	12/08/16	pending minor variation
3	600 Sheridan Road, Unit 1W	Building Permit	Convert wood burning fireplace to ventless gas burning fireplace	12/15/16	pending staff review
4	1218 Asbury Avenue	Building Permit	Remodel of existing screened-in porch to SFR	11/15/16	pending staff review
4	1029 Davis Street	Building Permit	Interior build out, combining two commercial tenant spaces into one (Title Boxing Club)	12/13/16	pending additional information from the applicant
5	2122 Darrow Avenue	Zoning Analysis	Construct 6-unit multi-family building (revisions)	12/09/16	pending staff review
5	2415 Lyons Street	Building Permit	Addition to SFR	09/26/16	major variation approved, pending revisions per approval
5	1748 Brown Avenue	Building Permit	New detached garage at SFR	11/29/16	non-compliant, pending revisions
6	2507 Colfax Street	Building Permit	Construct new unilock paver parking pad next to existing concrete driveway	06/30/16	non-compliant, pending major variation application
6	2520 Isabella Street	Building Permit	Replace stone walk with concrete walk	10/18/16	pending additional information from the applicant
6	3615 Hillside Road	Building Permit	Addition to SFR	10/19/16	non-compliant, pending revisions
6	2109 Forestview Road	Building Permit	Remove rear deck, replace with paver patio	11/14/16	pending additional information from applicant
6	2645 Lincolnwood Drive	Building Permit	Addition to SFR	11/23/16	non-compliant, pending minor variation determination
6	3006 Central Street	Building Permit	Interior and exterior alteration to multi-tenant office/retail building	12/01/16	pending final DAPR
6	2628 Gross Point Road	Zoning Analysis	Construct new 12-unit residential building with ground floor parking and a retail space	12/06/16	pending staff review
6	2403 Hastings Avenue	Zoning Analysis	Demolish SFR, construct new SFR and detached garage	12/02/16	non-compliant, pending revisions from applicant
7	2022 Central Street	Building Permit	Interior and exterior remodel (Lush Wine and Spirits)	04/15/16	pending final DAPR

7	712 Ingleside Place	Building Permit	New detached garage at SFR	09/20/16	non-compliant, pending minor variation determination
7	1410 Rosalie Street	Zoning Analysis	1-story addition and porch enclosure at SFR	10/13/16	pending additional info from applicant
7	1923 Lincoln Street	Building Permit	Interior remodel to SFR	11/11/16	pending staff review
7	1620 Jenks Street	Zoning Analysis	2nd story addition to SFR	11/11/16	pending additional info from applicant
7	609 Clinton Place	Building Permit	2nd floor addition and interior remodel at SFR	11/21/16	pending revisions
7	2658 Sheridan Road	Zoning Analysis	Replace existing driveway, walks and patio, construct new circular driveway and curb cut onto Sheridan Road	12/06/16	pending additional info from applicant
7	2742 Garrison Avenue	Building Permit	Install porticle at front door	12/08/16	non-compliant, pending revisions
7	2701 Ashland Avenue	Building Permit	Interior renovation (Anderson Hall - NU)	12/15/16	pending additional information
8	120 Dodge Avenue	Building Permit	One-story sunroom and rec. room addition in front (Dobson Plaza)	08/17/16	pending special use and major variation applications
8	1126 Harvard Terrace	Building Permit	Enclose existing screened-in rear porch at SFR	10/11/16	pending major variation
9	1327 Kirk Street	Building Permit	Construct attached garage in place of a shed at SFR	05/31/16	non-compliant, pending revisions
9	1125 Madison Street	Building Permit	Construct paver patios at SFR	09/22/16	minor variation partially approved/denied, pending revised plan from applicant
9	421 Florence Avenue	Building Permit	Addition to SFR	10/19/16	pending additional information from applicant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1725 Sherman Avenue	Special Use	Type 2 Restaurant, Insomnia Cookies	12/01/16	ZBA 01/10/17
1	628 Colfax Street	Minor Variation	Interior side setback for a 1-story addition to SFR (NU)	11/03/16	Pending additional information from the applicant
2	1806 Church Street	Special Use	Commercial Indoor Recreation - Staley Martial Arts	12/06/16	DAPR 01/04/17 & ZBA 01/10/17
3	600 Main Street	Special Use	Micro-Distillery (wine mixing)	11/29/16	Pending additional information from the applicant
3	117 Kedzie	Minor Variation	Building lot and impervious lot coverage for a 2-story addition to rear of SFR	12/07/16	Determination after 12/23/16
3	112 South Boulevard	Minor Variation	Side yard setback for 2nd story addition	12/08/16	Pending additional information from the applicant
4	1565 Sherman Avenue	Special Use	Type 2 Restaurant, Sushi Burrito	11/11/16	P&D 01/09/17
4	934 Elmwood Avenue	Minor Variation	Side yard setback for rear addition to SFR	11/22/16	Determination after 12/09/16
6	2645 Lincolnwood Drive	Minor Variation	Building lot coverage for a 1-story addition	12/02/16	Determination after 12/23/16
7	712 Ingleside Place	Minor Variation	Building lot and impervious lot coverage for a 1-car detached garage	10/24/16	Pending additional information from the applicant
7	1718 Harrison	Minor Variation	Front yard setback for roofed front porch of SFR	12/15/16	Determination after 12/30/16
8	1126 Harvard Terrace	Major Variation	Street side yard setback for a 1-story addition to rear of SFR	11/21/16	ZBA 01/10/17



Memorandum

To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: December 23, 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.

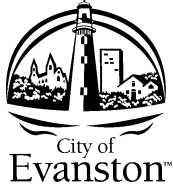
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update
Cases Received, December 23, 2016

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
1	711 Colfax Street (Kendall Place)	New Residential Building (SFRs)	All construction conditions are approved. No construction activity at this site at time of inspection. Developer has MWRD approval on drainage plan and is currently working on easement and HOA agreements with the residents.	12/20/2016
2	1613-27 Church Street (Church Street Village)	New 8 Unit Townhomes	Fences and sidewalks are in good condition. Sidewalks and streets are clean. Work on second floor framing is near completion.	12/20/2016
3	835 Chicago Avenue (9-story mixed-used)	Commercial/Residential	Building exterior work has been completed. All construction conditions comply. Tenant build-out for Fusion Academy continues. Developer is completing planned development conditions to obtain the Final Certificate of Occupancy.	12/20/2016
4	1571 Maple Avenue	Mixed Use Building	Steel framework and pre-cast concrete decking are in progress. Rough work for HVAC, plumbing and electrical continues on floors 1 through 6. Public walkway and the covered pedestrian walkway are clear. Catch baskets are clear. Construction fencing and dust control screening is in place and plumb. Project site is orderly.	12/21/2016
4	1560 Oak Avenue (Museum of Time and Glass)	New Commercial Building	The glass guards on the stairway on all floors are installed. Exterior of the job is clean and in order. Catch basket is clean. Final inspections are being scheduled.	12/21/2016
5	1911 Church Street (Y.O.U. Building)	New Youth Center	Windscreen and silt fences are present and in good condition. The overhead protection on the south public sidewalk has been removed as exterior work is complete. All fences are in place and stand plumb. Final inspections are expected within two to three weeks.	12/20/2016
7	1620 Central Avenue	New 47 Unit Apartment Building	Interior work continues on all floors. The front yard and parkway are backfilled and rough graded. There were no obstructions in the public right of way at the time of inspection.	12/21/2016
7	2211 Campus Drive (Kellogg Graduate School)	New Education Building	Job has been approved for TCO on all floors in all towers. The project management will be onsite for another 8 - 12 weeks with reduced work force to complete punch list items, program systems and complete remaining cosmetic aspects.	12/21/2016
7	2255 Campus (Ryan/Walter Athletic Center)	Lakeside Athletic Facility	Foundation form set-up continues on north and south ends of the project site. Steel posts and beam framework continues to move forward. Street cleaning is done on regular basis. Fencing is in place and stands plumb and the truck cleaning station is in place and functional.	12/21/2016

7	560 Lincoln (NU Residence Hall)	New Dormitory	Mechanical, electric and plumbing are completed through the 4th floor. Masonry work is nearing completion. Windscreen, construction and silt fences are in good condition. Tire washing for trucks leaving the site is in effect. Catch baskets are clean. Site is well kept.	12/20/2016
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Memorandum

To: Honorable Mayor and Members of the City Council

From: Carl Caneva, Assistant Director Health and Human Services Department

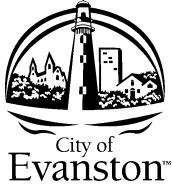
Subject: Food Establishment Application Weekly Report

Date: December 23, 2016.

The table below is the weekly report of all applications for Food Establishments received during the week of December 18, 2016.

Please contact Ike Ogbo, 847-448-8289 or iogbo@cityofevanston.org, if you have any questions or need additional information.

Establishment Name	Address	Ward	Application Received on	Type	Proposed Opening Date
Viet Nom Nom	618 ½ Church	4	12/19/2016	Food Establishment	Not Yet Determined
Insomnia Cookies	1725 Sherman	1	12/21/2016	Food Establishment	Not Yet Determined



Memorandum

To: Honorable Mayor and Members of the City Council

From: Theresa Whittington, Liquor Licensing Manager

Subject: Weekly Liquor License Application Report

Date: December 23, 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.

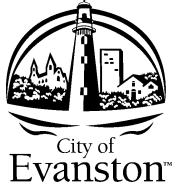
Please contact me at (847) 448-8160 or twhittington@cityofevanston.org if you have any questions or need additional information.

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
2	Kabul House	2424 Dempster Street	D	Restaurant (Liquor)	Sun: Noon – 10 pm; Mon – Sat: 11 am – 10 pm	10/20/16	Pending City Council Action

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



Memorandum

To: Wally Bobkiewicz, City Manager

From: Lara Biggs, P.E., Bureau Chief – Capital Planning /City Engineer

Subject: Quarterly Project Management Report
2016 4th Quarter

Date: December 23, 2016

Summary:

Attached is a summary of the status of individual projects included in the 2016 Capital Improvement Plan. This update does not include projects funded by the Library Fund.

Attachments:

2016 4th Quarter Project Management Report

QUARTERLY REPORT - 2016 4th QUARTER

	Project Name	2016 Budget	Contract Award (Engr Svcs + Contractor)	Quarter for Advert. / Contract Award	Phase	Status
STREETS, WATER MAIN & SEWER						
1	Sheridan Road WM Lining (Chicago to Lincoln)	\$ 3,770,000	\$ 3,754,156	11/23/2015	Complete	Construction complete.
2	Emerson/Green Bay/Ridge Improvements	\$ 7,471,000	\$ 11,173,776	2016 1Q	Const	Under construction.
3	Emerson/Green Bay/Ridge Construction Engr	\$ 650,000	\$ 723,804	1/11/2016	Const	Contract awarded 1/11/16.
4	MFT Street Resurfacing	\$ 1,356,000	\$ 1,057,750	5/23/2016	Complete	Construction complete. Project in closeout.
5	CDBG Streets	\$ 600,000	\$ 388,628	8/15/2016	Complete	Construction of streets and SNAP Lighting complete. Alleys included below in CIP Alley Improvements
6	CIP 1 - Water Main Replacement	\$ 1,902,000	\$ 1,637,841	4/9/2016	Complete	Construction complete.
7	Sherman Avenue Water Main	\$ 330,000		2017	Planning	To be considered as part of Fountain Square Project.
8	Small Dia Water Main Lining in Private Easements	\$ 375,000		2017	Design	Currently in design by in-house staff. Construction documents advertising in winter.
9	2016 CIPP Sewer Rehabilitation Contract A	\$ 350,000	\$ 192,026	1/25/2016	Complete	Construction complete.
10	2016 CIPP Sewer Rehabilitation Contract B	\$ 150,000	\$ 127,674	10/10/2016	Const	Project bids due 9/20/16. Construction will extend into early 2017.
11	Mulford Street - Large Diameter Sewer	\$ 980,000	\$ 624,802	12/14/2015	Complete	Construction complete. A phase 2 section of the sewer is budgeted/scheduled for 2017.
12	Sewer Repairs on Street Improvements	\$ 205,000		As needed	Const	Funding used to support other projects.
13	Sewer Structure Lining	\$ 150,000	\$ 91,683	1/11/2016	Complete	Construction complete.
14	Emergency Sewer Repairs	\$ 75,000	\$ 10,370	As needed	Const	Additional tasks to be developed as needed.
15	Stormwater Management Improvements	\$ 450,000		As needed	Const	Funding used to support other projects.
	TOTAL STREETS, WATER MAIN & SEWER	\$ 18,814,000	\$ 19,782,510			

QUARTERLY REPORT - 2016 4th QUARTER

	Project Name	2016 Budget	Contract Award (Engr Svcs + Contractor)	Quarter for Advert. / Contract Award	Phase	Status
TRANSPORTATION						
16	CIP Alley Improvement	\$ 445,000	\$ 1,231,874	8/15/2016	Complete	Includes CDBG alleys. Construction complete. Project in closeout.
17	Central Street Bridge Engineering Svcs	\$ 440,000	\$ 438,100	4/25/2016	Planning	Phase 1 engr underway and will continue through mid 2017.
18	Dempster Street Signals Phase 1 and 2	\$ 260,000		n/a	Complete	Construction complete. Processing project closeout with IDOT.
19	Dodge Avenue Protected Bike Lane	\$ 600,000	\$ 485,914	1/15/2016	Complete	Construction complete. Processing project closeout with IDOT.
20	ETHS/Church Street Bike Path (Grey to McCormick)	\$ 150,000		7/9/1905	Planning	Currently in planning phase by in-house staff. Coordination with IDOT and ETHS needed. Construction anticipated in 2018.
21	Howard Street Access Drive	\$ 1,600,000	\$ 1,528,086	5/23/2016	Const	Construction finishing. Finishing final punchlist. Complete by 12/31/16.
22	Isabella Street Bridge Construction	\$ 380,000	\$ 285,934	6/13/2016	Complete	Construction complete. Project in closeout.
23	Neighborhood Traffic Calming and Pedestrian Safety	\$ 100,000	\$ 45,111	various	various	Funding contributed to sidewalk and speed hump/bump construction. Funding spent to install sidewalk at Chandler and on Lincoln Street. Also used for engr inspection on Safe Routes to School and radar units on Emerson.
24	Pavement Marking and Streetlight Improvements	\$ 150,000	\$ 149,448	5/9/2016	Const	Construction complete. Additional funding used for LED lighting pilot program in the 9th ward.
25	Bike Infrastructure Improvements	\$ 80,000		2017	Design	Staff has completed design for Main/CTA bike parking area. This is bid by IDOT for spring 2017 construction. This funding will pay for the construction engineering.
26	Police/Fire Parking on Lake Street	\$ 150,000		2017	Planning	Project on hold until 2018.
27	Comprehensive Signs	\$ 295,000	\$ 1,000	ongoing	Design	Currently working to prepare pilot signs for Public Parking.
28	Safe Route to School	\$ 100,000	\$ 115,800	11/11/2016	Design	Project awarded by IDOT. Construction scheduled for spring 2017.
29	Sheridan Road Signal Upgrade Project (Main to Burnham)	\$ 150,000		n/a	Complete	Project is complete. Partial invoices to IDOT have been paid. Awaiting final IDOT invoice, which may not occur in 2016.
30	Chicago Avenue/Sheridan Road Construction (2017 & 2018)	\$ 800,000		2017	Design	Final design plans approved and is being advertised by IDOT. Project letting date (bid opening) is 1/19/17.
31	50/50 Sidewalk	\$ 150,000	\$ 233,161	5/23/2016	Const	Construction complete except for final punchlist which will be delayed until spring.
32	SNAP Lighting	\$ 45,000	see above	8/15/2016	Const	Construction complete. Included with CDBG streets above.
33	Streetlight Purchase	\$ 100,000	\$ 95,410	3/28/2016	Complete	Streetlights delivered and will be installed by in-house staff.
34	Street Patching Various Locations	\$ 600,000	\$ 600,000	2/22/2016	Complete	Construction complete.
35	Parking Lot Rehabilitation	\$ 1,784,000	\$ 1,132,698	8/15/2016	Const	Construction for parking lots is complete, except for landscaping and for Davis Street permeable concrete to be replaced in Spring 2017.
36	Main Street Commons	\$ 75,000	\$ 75,000	2016 3Q	Planning	Contract awarded, and project Phase 1 is underway.
TOTAL TRANSPORTATION		\$ 8,454,000	\$ 6,417,536			

QUARTERLY REPORT - 2016 4th QUARTER

	Project Name	2016 Budget	Contract Award (Engr Svcs + Contractor)	Quarter for Advert. / Contract Award	Phase	Status
PARKS						
37	Chandler Stormwater Improvements	\$ 450,000		TBD	Planning	Building perimeter sealants installed. Staff evaluating conditions over winter.
38	Church Street Boat Ramp Renovations	\$ 450,000	\$ 80,000	4/25/2016	Design	Design completion expected early 2017. Construction proposed for August 2017.
39	Foster Field Lighting	\$ 265,615	\$ 267,765	2/22/2016	Complete	Construction complete.
40	Fountain Square Consulting Svcs	\$ 550,000	\$ 401,898	7/11/2016	Design	Project in design. Will be advertised for bid in January 2017 with construction starting in spring.
41	Ladd Arboretum Bike Path	\$ 135,000	\$ 145,194	n/a	Complete	Construction complete. Final IDOT closeout pending.
42	Lovelace Park Pond	\$ 100,000		2016 3Q	Planning	Rescheduled for 2017.
43	Mason Park Basketball Courts	\$ 30,000	see above	8/15/2016	Const	Included in Parking Lot Improvement project. Construction complete.
44	Penny Park Design-Build	\$ 500,000	\$ 478,400	5/9/2016	Const	Construction started 9/12/16. Project experiencing substantial construction delays. Staff is currently negotiating a time extension.
45	Parks Scorecard & Financial Report	\$ 40,000	\$ 80,000	8/15/2016	Study	Scorecard complete.
46	Parks Evaluation	\$ 30,000	see above	2016 2Q	Study	Funding to used as part of Parks Scorecard project.
47	Parks Contingency	\$ 150,000	\$ 51,829	TBD	n/a	Various
TOTAL PARKS		\$ 2,700,615	\$ 1,505,086			

FACILITIES						
48	Civic Center Security Improvements	\$ 150,000		TBD	Planning	Project scope projected to be remodel of collector's office, general assistance office and hardwiring of emergency button to 911 at the front desk. Awaiting decision on if all money-handling will be consolidated into one location and where that location will be.
49	Beachhouse Improvements (Lee/Greenwood)	\$ 120,000	\$ 207,000	8/15/2016	Const	Construction underway and expected to be complete by 12/31/16, weather permitting.
50	Beachhouse Improvements (Dempster)	\$ 60,000		2017	Planning	To be designed by in-house staff. Construction in 2017.
51	Energy Efficiency at City Facilities	\$ 50,000		2017	Planning	Scope and Funding to be included with Fleetwood-Jourdain HVAC and Electrical project.
52	Facilities Contingency	\$ 200,000	\$ 427,207	As needed	n/a	Various.
53	Fiber Optic Installation - Three Parking Garages	\$ 110,000		On hold	Planning	On hold per IT.
54	Fire Station #3 Slope Stabilization	\$ 200,000		2018	Planning	Staff investigating if can be included with Central Street Bridge Reconstruction in 2018.
55	Fleetwood and Chandler Center Improvements	\$ 335,000		2017	Planning	Funding rebudgeted in 2017 to address electrical safety issues at Chandler.
56	Fleetwood HVAC Improvements	\$ 400,000	\$ 74,997	2/22/2016	Design	Engr svcs award on 2/22/16. Currently in design. Finalizing drawings for bidding in February 2017 and construction beginning in summer 2017.
57	Fleetwood Gym Floor Improvements	\$ 75,000		2017	Planning	Funding rebudgeted for Fleetwood-Jourdain HVAC/Elec. Floors will be resanded in the short-term.
58	James Park Fieldhouse Roofing and Siding	\$ 80,000	\$ 49,473	9/12/2016	Complete	Construction complete.
59	Ladd Arboretum Windmill	\$ 25,000	\$ 22,250	6/27/2016	Complete	Construction complete.
60	Levy Center Restroom Improvements	\$ 84,000		n/a	Complete	Construction complete.
61	Parking Deck Camera Replacement	\$ 300,000		TBD	Planning	Parking working with Police Dept to implement. Considering joint purchase with NU in 2017.
62	Parking Garage - Church and Maple	\$ 1,635,000	\$ 1,679,900	7/25/2016	Const	Under construction. Construction complete in early 2017 due to coordination issues with original manufacturer of elevator.
63	Retaining Wall Repairs (Police / Fire HQ and Fire 3)	\$ 50,000	see above	8/15/2016	Complete	Included in parking lot contract. Railing installation pending in February 2017, weather permitting. Otherwise construction complete.
64	Robert Crown Fundraising Svcs	\$ 400,000	\$ 400,000	2015	Study	Fundraising planning is ongoing.
65	Robert Crown Engr Svcs	\$ 600,000		2016 3Q	Planning	Currently negotiating proposal with most qualified architect. Expect recommendation for award of arch svcs in early 2017.
66	City Roof Survey	\$ 30,000	\$ 29,900	5/9/2016	Complete	Roof survey complete. Report recommendations incorporated into 5-year CIP.
67	Solar Panel Installation	\$ 50,000		2016 3Q	Const	Staff completed in-house planning to install panels at Chandler & Ecology Center. In process of awarding contract to install some panels at Ecology Center. Proposing to install more panels at Levy Center in 2017.
68	Gibbs-Morrison Stormwater Improvements	\$ 450,000	\$ 77,641	4/11/2016	Design	In design. Construction expected spring 2017.
69	Howard Street Theater	Not Budgeted	\$ 39,865	2017	Planning	Drafting RFP to select architect to complete design drawings.
70	911 Data Center	Not Budgeted	\$ 199,578	2015 4Q	Const	Working to construct temporary generator connection at Police/Fire HQ.
TOTAL FACILITIES		\$ 5,404,000	\$ 3,207,811			

QUARTERLY REPORT - 2016 4th QUARTER

Project Name	2016 Budget	Contract Award (Engr Svcs + Contractor)	Quarter for Advert. / Contract Award	Phase	Status
MISCELLANEOUS					
71 Police Body Cameras	\$ 200,000		TBD	Planning	On hold. Police coordinating with NU on overall camera project.
TOTAL MISCELLANEOUS	\$ 200,000	\$ -			

WATER TREATMENT AND STORAGE					
72 Chlorine Scrubber Media Replacement	\$ 100,000	\$ 75,714	3/14/2016	Complete	Purchase complete.
73 Chlorine Cylinder Emergency Shut-off Valves	\$ 75,000	\$ 49,077	5/23/2016	Complete	Purchase complete.
74 CMMS Procurement and Implementation	\$ 250,000		12/12/2016	Planning	Project awarded by Council. Implementation planned in 2017. Funded by operating funds and not from CIP.
75 Treated Water Storage Repl	\$ 15,400,000	\$ 1,174,685	2017	Design	Engr svcs awarded 1/11/16. Currently in design. Construction estimated in 2017 - 2018. Working to coordinate Campus Drive access and other construction issues with NU.
76 Water Plant Roof & Masonry	\$ 550,000	\$ 511,273	4/11/2016	Complete	Construction complete. In project closeout.
77 Standpipe Painting and Repair	\$ 100,000		n/a	Complete	Construction complete. Final payment made.
78 Security Improvements - Water	\$ 50,000	\$ 18,000	various	Complete	Work includes miscellaneous upgrades to cameras and security gate at the water plant. Funding covers material purchases and installation is performed by in-house staff.
79 South Standpipe MCC	\$ 270,000		2016 4Q	Planning	RFP currently advertised. Proposals due on 1/10/17.
80 Plant Reliability Improvements	\$ 2,500,000	\$ 1,247,000	6/27/2016	Const	Council approval on 6/27. Project construction to begin in 2/2017. Delay from IEPA loan documents has been resolved, and the loan has been received.
81 SCADA System Upgrades	\$ 260,000		2016 4Q	Planning	RFP for engineering services to issued in 2017.
82 South Water Tank Storage Project	Not Budgeted		on hold	Planning	Project on hold.
TOTAL WATER TREATMENT AND STORAGE	\$ 19,555,000	\$ 3,075,749			



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING DECEMBER 23, 2016

Editor's Note – We'll Be Back Next Year!

The next NWMC Executive Director's Weekly Briefing will be published on Friday, January 6, 2017. From all of us to all of you, Happy Hanukkah, Merry Christmas, Joyous Kwanzaa and Happy New Year!!

NWMC Holiday Schedule

Please note that the NWMC offices will be closed on Friday, December 23 and Monday, December 26 as well as Friday, December 30 and Monday, January 2. Happy Holidays!

NWMC Communicators to Meet January 18

The Northwest Municipal Conference Local Government Communicators Committee will meet on Wednesday, January 18, from 11:30 a.m. to 1:00 p.m. in the Frank Alexa Room of the *Hoffman Estates Village Hall*, 1900 Hassell Road. Please forward any agenda items or ideas for future meetings by Wednesday, January 11 to committee chair and *Village of Carpentersville Assistant to the Village Manager/Director of Human Resources Samantha Brunell*, sbrunell@cville.org or 224-293-1628. All members are invited to attend the meeting and/or join the committee, which meets quarterly and serves as a forum to discuss communications best practices and related topics that are relevant to local governments. *Staff contact: Mark Fowler*

RSVP Today for the 2017 NWMC Legislative Brunch

Just a friendly reminder to RSVP today for the 2017 NWMC Legislative brunch, scheduled for Saturday, January 21, 10:00 a.m. to noon, at the Hilton Chicago/Northbrook, 2855 N. Milwaukee Avenue in *Northbrook/Prospect Heights*. At the event, the Conference will unveil its 2017 Legislative Program and discuss solutions to issues facing local governments. Time will also be set aside to hear feedback from our state and federal legislators on our program and discuss any initiatives they have for the coming year.

Please RSVP by Friday, January 13 to Marina Durso, mdurso@nwmc-cog.org or 847-296-9200, ext. 122. The cost of the brunch is \$45 per person. We encourage our members to also reach out to their legislators with a personal invitation to attend. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Is That Old Car or Truck Worth Money?

Why not find out by participating in the next NWMC Surplus Vehicle and Equipment Auction? The first quarterly live surplus vehicle and equipment auction for 2017 will be held on Tuesday, January 24, 1:00 p.m., at America's Auto Auction (America's AA) in Crestwood. Please visit <http://municipality.auction/> for more information on America's Auto Auction, photos from the October 25 event and details on the upcoming auction.

Other live auction dates for 2017 are: Tuesday, April 25; Tuesday, July 25; and, Tuesday, October 24. The NWMC agreement with America's AA also provides for year round Internet sales, so participants do not have to wait for one of the quarterly live sales in order to dispose of surplus vehicles and equipment. For questions or additional information, please contact staff or America's Auto Auction Commercial Account Manager Bruce Uhter, 708-389-4488 (office), 219-713-0327 (cell) or Bruce.Uhter@americasautoauction.com; or sales representative Jim Fee, 773-315-0293 or jamesfee7522@yahoo.com. *Staff contact: Ellen Dayan*

Transportation Committee Talks Transit Oriented Development Implementation

Regional Transportation Authority (RTA) staff highlighted recent transit related planning and implementation success stories at Thursday's NWMC Transportation Committee meeting. Senior Planners Brian Hacker and Chris Szmerlo discussed the RTA's popular Community Planning program, which funds downtown studies, corridor plans and other transit studies for municipalities, as well as the Access to Transit program, which funds construction for projects previously recommended in Community Planning program plans. More information on both programs can be found by visiting <http://www.rtachicago.org/cp>.

Staff updated the committee on the recently adopted 2017 Illinois Tollway budget which includes funding for: engineering and construction for the Elgin O'Hare Western Access project; Jane Addams (I-90) SmartRoad Technology and interchange improvements; and, planning funds for the Illinois 53/120 extension. Tollway staff will give a full presentation on the budget at the January NWMC Transportation Committee meeting.

Staff also reminded the committee that the call for projects for the Congestion Mitigation and Air Quality (CMAQ) program and Transportation Alternatives Program (TAP) will begin on January 6. These programs fund projects including bicycle and pedestrian improvements, bicycle parking, intersection improvements and signal interconnects. Please visit <http://www.cmap.illinois.gov/mobility/strategic-investment/cmaq> for additional information. *Staff contacts: Mike Walczak, Brian Pigeon*

North Shore Council Approves Draft Annual Report

On Wednesday, the North Shore Council of Mayors Technical Committee met at the *Skokie Village Hall*. The Committee approved a draft annual report detailing the North Shore Council's activities for federal fiscal year 2016 which ran from October 1, 2015 to September 30, 2016. The Committee also heard updates on the current status of the Council's Surface Transportation Program (STP) projects and other federally funded projects in the region.

Staff reminded the Committee that the next call for federal Congestion Mitigation and Air Quality Improvement (CMAQ) and Transportation Alternatives Program (TAP) projects would open on January 6, 2017. Please see the article above for more information on the call for projects. The North Shore Council of Mayors Technical Committee will meet again on Wednesday, March 22 at 8:30 a.m. at the *Skokie Village Hall*, 5127 Oakton Street. *Staff contact: Brian Pigeon*

Darch Appointed to Illinois Bicentennial Commission

Congratulations to *Barrington Village President Karen Darch*, who was recently appointed by Governor Rauner to the Illinois Bicentennial Commission. The commission was established by Executive Order 2016-11 and will lead the planning for the celebration of the state's 200th birthday in 2018. Other commission members representing local government include Dixon Mayor Liandro Arellano, Jr., Springfield Mayor James Langfelder, Chicago Alderman Ed Burke and Illinois Municipal League Executive Director Brad Cole. For additional information, please visit the official [Illinois Bicentennial Celebration website](#). *Staff contact: Mark Fowler*

RSVP Today for the MMC Annual Gala

Invitations have been sent for the Metropolitan Mayors Caucus Annual Gala, scheduled for Friday, January 27 from 6:00 p.m. to 9:30 p.m. at the Chicago History Museum, 1601 N. Clark Street in Chicago. The event will feature an exhibit entitled "Lincoln's Undying Words" and the iO Theater Comedy Improv Group will present "Whirled News Tonight."

Please visit the [MMC Gala website](#) to secure your tickets and for additional information. Local government elected and appointed officials, staff, spouses or significant others are invited to attend. *Staff contact: Mark Fowler*

CMAP Offering Census Workshops

Early next year, the Chicago Metropolitan Agency for Planning (CMAP) will host two U.S. Census workshops. The January 17 workshop will feature [OnTheMap](#), a census program for selecting characteristics of workers who live and/or work in municipalities in the region. The title of the February 14 workshop is “Introducing Geographic Data and Maps.” Both workshops will be held from 10:00 a.m. to 11:30 a.m. at the CMAP offices, in the Willis Tower, 233 S. Wacker Drive, Suite 800 in Chicago. Workshops are free of charge but pre-registration is required. For more information and to RSVP, please contact Jon Hallas, 312-386-8764 or jhallas@cmap.illinois.gov. *Staff contacts: Mike Walczak, Brian Pigeon*

Suburban Public Works Directors Association to Host IEPA Chlorides Discussion

On Thursday, January 5, at 11:30 a.m., the Suburban Public Works Directors Association is hosting a lunch meeting where a representative from the Illinois Environmental Protection Agency (IEPA) will discuss the recent [ruling on Chlorides](#). Discussion will include requirements on how to comply with, or request a variance from, the new law. The lunch meeting will be held at the Balagio Ristorante, 17501 Dixie Highway in Homewood. Space is limited, so please RSVP to lsyren@homewoodil.gov by noon on January 3, 2017. The cost to attend the event is \$16.00 per person, which includes lunch. For questions or additional information, please contact Lisa Syren, 708-206-2906 or lsyren@homewood.il.gov. *Staff contact: Ellen Dayan*

Meetings and Events

NWMC Executive Committee will meet Wednesday, January 4 at 8:30 a.m. at the NWMC offices.

NWMC Finance Committee will meet Wednesday, January 11 at 12:00 p.m. at the NWMC offices.

NWMC Board of Directors will meet Wednesday, January 11 at 7:00 p.m. at the Oakton Community College, Room 1625 (**please note room change**), in *Des Plaines*.