



Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, Interim City Manager
Subject: Weekly City Manager's Update
Date: March 27, 2020

STAFF REPORTS BY DEPARTMENT



Weekly Report for March 19, 2020 – March 25, 2020
**There will be no 311 report this week*

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule

Community Development

Weekly Zoning Report
Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Wednesday, April 1 2020

Design and Project Review Committee - CANCELED

www.cityofevanston.org/dapr

Thursday, April 2, 2020

Housing and Homelessness Commission - CANCELED

www.cityofevanston.org/housingcommission

Friday, April 3, 2020

Reparations Subcommittee – CANCELED

<https://www.cityofevanston.org/reparationssubcommittee>



Memorandum

To: Erika Storlie, Interim City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of March 23, 2020

Date: March 27, 2020

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 March 23, 2020

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Bid 20-29 Civic Center Burner Replacement	Public Works Agency	Work on this project includes but is not limited to replacing the isolation gate valves, burner, the burner controls and gas trains on the steam boilers for the Lorraine H. Morton Civic Center. The boilers are located in the Civic Center Powerhouse.	\$210,000	4/28	5/11

Evanston City Council Agenda Schedule - 2020 Dates

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

2020 Meeting Dates: Jan 13, Jan 21, Jan 27, Feb 10, Feb 17, Feb 24, Mar 9, Mar 16, March 23, Apr 13, Apr 20, Apr 27

May 11, May 18, May 26, Jun 8, Jun 15, Jun 22, Jul 13, Jul 20, Jul 27, Aug 10

Sept 14, Sept 21, Sept 28, Oct 12, Oct 19, Oct 26, Nov 9, Nov 16, Nov 23, Dec 14

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 HSC=Human Services RC=Rules Committee 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
HSC	4/6/2020	Human Services				
CMO	4/13/2020	Amended City Council Meeting Schedule	SPB	CC	Storlie	
CD	4/13/2020	Certificate of Economic Hardship 2404 Ridge	SPB	CC	Leonard	
CMO	4/13/2020	Job Fair	CM/A	CC	Storlie	
AS	4/13/2020	Cybersecurity	B	APW	Stowe	
PWA	4/13/2020	Park Signs	B	APW	Stoneback	
PWA	4/13/2020	Asphalt Purchase	B	APW	Stoneback	
PWA	4/13/2020	Viasala Weather Station	B	APW	Stoneback	
PWA	4/13/2020	Concrete Purchase	B	APW	Stoneback	
PWA	4/13/2020	41-O-20 Restrict Winter Excavations	O	APW	Stoneback	
PRCS	4/13/2020	LED Screen	D	APW	Hemingway	
Legal	4/13/2020	Sale of Dogs, Cats, Rabbits	O	APW	Gandurski	For Action
Legal	4/13/2020	Settlement Approval	R	APW	Gandurski	
CMO	4/13/2020	Residency Requirement for Select City Employees	D	APW	Stowe	
CMO	4/13/2020	First Amendment to TIF Agreement with Evanston Gateway LLC (128-32 Chicago Avenue)	O	APW	Storlie	
CMO	4/13/2020	Donation Policy	B	HSC	Richardson	
CD	4/13/2020	Small Cell Tower Discussion	SPB	CC	Leonard	
CMO	4/13/2020	Jones Lang LaSalle RFP	SPB	CC	Martinez	
CD	4/13/2020	St. A's Parking	SPB	CC	Leonard	166-O-19
CMO	4/13/2020	Amusement Tax Ordinance	O	APW	Desai	
PRCS	4/13/2020	Summer Bus Transportation	B	APW	Hemingway	
PWA	4/13/2020	Public Canoe Launch Feasibility Study	B	APW	Stoneback	
PWA	4/13/2020	Lincolnwood Construction Change Order 2	B	APW	Stoneback	
PWA	4/13/2020	Dutch Elm Disease Prevention Program	B	APW	Stoneback	
PWA	4/13/2020	Contract Award of 50/50 Sidewalk Construction	B	APW	Stoneback	
PWA	4/13/2020	Contract Award of Green Bay Road Bioswale Landscaping	B	APW	Stoneback	
PWA	4/13/2020	Contract Award for Engineering Services for Stormwater Master Plan	B	APW	Stoneback	
AS	4/13/2020	Vehicle Purchase - FFM	B	APW	Stowe	
AS	4/13/2020	Oak Street - change to 4 hour parking	O	APW	Stowe	
AS	4/13/2020	Davis Street - change 10 spaces to short term	O	APW	Stowe	
CD	4/13/2020	2425 Oakton St - Planned Development Extension Request	O	PD	Leonard	For Intro and Action
CD	4/13/2020	Amendments to Title 2, Boards and Commissions, regarding Plan Commission, DAPR and ZBA	O	PD	Leonard	For Intro
CD	4/13/2020	605 Davis Street - Planned Development	O	PD	Leonard	For Intro
CD	4/13/2020	1555 Ridge Ave - Planned Development	O	PD	Leonard	For Intro
Mayor	4/27/2020	Rotary Club's 100th Birthday - May 1, 2020	PR	CC	Hagerty	
CD	4/27/2020	Affordable Housing Fund Expenses	SPB	CC	Leonard	
CMO	4/27/2020	City Council Goals	SPB	CC	Richardson	
CMO	4/27/2020	Equity Update	SPB	CC	Richardson	
PRCS	4/27/2020	PRCS Strategic Plan	B	APW	Hemingway	
RC	5/4/2020	Rules Committee				
HSC	5/4/2020	Human Services Committee				
	5/11/2020	APW/PD/City Council				
SPC	5/18/2020	Harley Clarke Discussion	SPB	CC		

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CD	5/26/2020	35-O-20 Ground Floor Uses in D2 District	O	PD	Leonard	For Intro
CD	6/8/2020	24-O-20 Sidewalks Cleared of Snow, Ice, Dirt, Weeds	O	APW	Leonard	For Action
CD	6/8/2020	25-O-20 Tree Preservation	O	PD	Leonard	For Intro
Council & Committee Meetings						
4/2/2020	7:00PM	Housing & Homelessness Committee - CANCELLED				
4/3/2020	12:00PM	Reparations Subcommittee - CANCELLED				
REFERRALS AT CITY COUNCIL MEETINGS						
Dept	Date of Referral	Item	Alderman/ Staff	Tentative Date	Outcome	
PWA	3/2/2019	Summary/Memo of Civic Center Committee - Was Affordable Housing considered?				
Admin Svcs	3/11/2019	Incentives for Employees Living in Evanston	APW Committee	5/28/2019		
CMO	3/11/2019	Opportunities/Barriers on local vendors	Braithwaite	Will discuss at May M/W/EBE		
CMO	4/8/2019	Phase Out Gas Lawn Mowers and Leaf Blowers	Revelle	Will discuss May Environ. Board		
CD/PWA	4/22/2019	Definition of "Heritage Trees"	Fiske	5/13/19 P&D		
CD	4/22/2019	Art Space	Fiske	Will discuss at P&D		
CD	5/13/2019	Rezoning - Emerson between Wesley and Judson	Rue Simmons			
CD	5/13/2019	Demolition Tax - Why residential property only?	Rainey			
CD	5/13/2019	Shared Ride Accessible Vehicles	Rue Simmons	Friday Report		
Admin Svcs	5/28/2019	Healthy Workplace Environment Policy Process	Fleming	Will discuss at 8/5 Human Services		
CMO	5/28/2019	"Solutions Only" policy for reparations for the west end of the 5th Ward	Rue Simmons	Equity & Empowerment Commission		
CD	5/28/2019	Review of the Inclusionary Housing Ordinance language regarding deconversion of condominiums	Rainey	Will discuss at P&D		
CD	5/28/2019	Report detailing the amount of empty land the City owns	Fleming			
PWA	6/10/2019	Coordination of PWA/Sustainability on green alley infrastructure and community outreach regarding improvements and recommendations made	Rue Simmons	PWA Director/Sustainability Officer		
CMO	6/10/2019	Provide CARP project recommendation memo for City Council members to understand goals and changes being made	Fleming	Sustainability Officer		
PWA	6/10/2019	Standing water issues/responsibility of the City and homeowner	Fleming	Health Director		
PRCS	6/10/2019	Dog beach revenue/passholders; Lincoln St beach appropriate; Health Dept opinion; list of dog beach passholders in 2017	Fiske	PRCS	Will be discussed at 7/8 APW	
CD	8/5/2019	Parking Transportation/Bikes on Sidewalks	Fiske	Community Development	Will be discussed at Trans/Parking	
Police	9/9/2019	NU Golf Carts on Sidewalks	Fiske	Police	Will be discussed at 10/14 APW	
CMO	11/11/2019	Policy on Food/Meals for Departments	Fleming	APW		

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CMO	11/11/2019	Public Comment & Presentations	Revelle	Rules		
Admin Svcs	11/11/2019	Event Parking Restrictions	Revelle	Trans/Parking		
CMO	11/11/2019	Use of Mayor's Name in Holiday Food & Toy Drive	Suffredin	Rules		
CMO	11/11/2019	Playing of Music at Beginning of Meeting	Suffredin	Rules		
Admin Svcs	11/18/2019	HR Employee Manual	Fleming	Human Services		
CD	11/18/2019	Supporting Small Business Owners	Fleming	Economic Development		
CD	11/18/2019	Affordable Housing Fees - Waiving Fees for ADU's	Fleming	City Council		
CMO	11/25/2019	Begin working on 50 year video for National League of Cities	Rainey			
CD	11/25/2019	Proposal by reclaim Evanston regarding additional funds to affordable housing via RETT	Rue Simmons	Planning & Development		
CD	11/25/2019	Solar Panels at Preservation Commission	Wilson	Planning & Development		
Legal	11/25/2019	Non-Agenda Item Citizen Comment - After Agenda	Hagerty	Rules		
Legal		Suspension of Rules accepted practice		Rules		
Legal		Use of City Newsletters and Including Opinions	Fleming	Rules		
Legal	12/9/2019	Advisory Resolutions / Citizen Generated Resolutions	Fiske	Rules		
CD	12/9/2019	Rules on Plan Commission as they Relate to the Selection of the Chair	Revelle			
CD	12/9/2019	City to host a co-op type retail space	Fleming	Economic Development		
DEFERRED						
Dept	Date	Item	Action	Committee	Staff	
PWA	1/27/2020	Fleetwood Gym Floor	B	APW	Stoneback	
CD		Fines for bikes on sidewalks	O	APW	Storlie	
CMO		Amendment to PEHP Resolution	R	APW	Desai	



Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Manager
Subject: Weekly Zoning Report
Date: March 25, 2020

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 (847) 448-8675 or smangum@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, March 19, 2020 - March 25, 2020

Backlog (business days received until reviewed): 17

Volume (number of cases pending staff review): 16

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1900 Sherman Avenue	R1	Zoning Analysis	16-story addition to Jane R. Perlman apartments, remove 22 parking spaces, add 37 below-grade parking spaces, 168 mixed-income apartments (Planned Development)	08/29/19	pending revisions from the applicant
1	516 Church Street	R6	Building Permit	Interior remodel, replace exterior window and door	02/24/20	pending additional information from the applicant (Preservation)
1	2301 Sherman Avenue	R1	Building Permit	1-story addition and interior remodel	03/02/20	pending staff review
1	1629 Judson Avenue	R1	Building Permit	New patio and terrace	03/09/20	pending staff review
1	1514 Judson Avenue	R1	Building Permit	Interior and exterior alterations	03/12/20	pending staff review
1	1934 Orrington Avenue	R4a	Building Permit	Roof mounted solar panels	03/17/20	pending staff review
2	1001 Dewey Avenue	R3	Zoning Analysis	Deck, fence in front yard, roof coverings over side entrance and rear basement entrance	11/22/19	pending additional information from the applicant
2	1221 Fowler Avenue	R2	Building Permit	1st and 2nd story additions, deck	12/16/19	pending revisions from the applicant
2	1214 Florence Avenue	R3	Building Permit	2-story rear addition, relocate stairs and entry, 2nd floor renovation	02/28/20	revisions submitted, pending staff review
2	1508 Florence Avenue	R3	Zoning Analysis	Addition to single-family residence	03/10/20	pending staff review
2	2223 Washington Street	I1/oRD	Zoning Analysis	Determination of use - cannabis craft grower	03/11/20	pending staff review
3	1210 Michigan Avenue	R1	Building Permit	Widen driveway	10/02/19	non-compliant, pending revisions from the applicant
3	935 Forest Avenue	R5	Building Permit	Enclosing 1st floor porch, interior remodel (multi-family dwelling)	03/11/20	pending staff review
3	409 Greenwood Street	R1	Zoning Analysis	Interior remodel, remove back stair, enlarge raised planting bed	03/12/20	pending staff review
3	1212 Lake Shore Boulevard	R1	Building Permit	Roof mounted solar panels	03/17/20	pending staff review
3	635 Chicago Avenue	C1a	Building Permit	Interior build out for nail salon	03/23/20	pending staff review
4	1125 Wesley Avenue	R3	Building Permit	1-story addition and 3-car detached garage	12/05/19	pending revisions from the applicant
4	909 Davis Street, 4th floor	RP	Building Permit	Interior remodel	03/06/20	pending staff review
4	1801 Main Street	OS	Building Permit	Public art installation (new Robert Crown Community Center)	03/18/20	pending staff review
5	1825 Lemar Avenue, Unit C	R2	Building Permit	Deck	09/24/19	non-compliant, pending revision, fence variation application
5	2000 Green Bay Road	WE1	Building Permit	Asphalt resurface, expand parking lot (Windy City Garden Center)	10/02/19	non-compliant, pending revisions, variation application
5	1717 Simpson Street	B1	Building Permit	1-story addition over existing foundation	12/17/19	non-compliant, pending major variation application
5	2415 Wade Street	R2	Building Permit	Patio	01/09/20	non-compliant, pending revisions from the applicant
5	1735 Hartrey Avenue	R3	Building Permit	2nd story addition	01/16/20	non-compliant, pending revisions or variation application from the applicant

6	2321 Thayer Street	R1	Building Permit	Extend existing patio, additional parking space, relocate fence, add gas line	10/16/19	non-compliant, pending minor variation application
6	3423 Central Street	R2	Building Permit	Brick paver walkway and patio enlargement	10/17/19	pending additional information from the applicant
6	2754 Crawford Avenue	R2	Building Permit	Replace sunroom with 1-story addition and bathroom remodel	10/25/19	non-compliant, pending revisions or major variation application from the applicant
6	2300 Pioneer Road	R4	Zoning Analysis	Planned Development: Demo Landmarked portion of building, construct 3-story, 209,000 sf addition with 83 units/beds, new independent living, adding 125 underground parking spaces (Three Crowns)	11/13/19	non-compliant, pending revisions and preservation submittal
6	2715 Hurd Avenue	R1	Zoning Analysis	Demolish existing structures, construct new 2-story building for a child daycare (Planned Development)	01/22/20	pending revisions, additional information from the applicant
6	2727 Lincoln Street	R1	Building Permit	Interior remodel and 1 and 2-story additions	02/21/20	pending additional information from the applicant
6	2200 Lincolnwood Drive	R1	Building Permit	Install paver patio	02/28/20	revisions submitted, pending staff review
6	2340 Prospect Drive	R1	Building Permit	New 24'X22' garage, replacement of stoop, and concrete walk	03/03/20	pending additional information from the applicant
6	2801 Central Street	B1a/oCS	Building Permit	Interior and exterior alterations	03/12/20	pending DAPR
6	3445 Park Place	R2	Building Permit	Patio	03/19/20	pending staff review
7	1724 Chancellor Street	R1	Building Permit	Installation of 10'x10' stone patio	10/10/19	pending additional information from the applicant
7	2640 Green Bay Road	C2	Building Permit	Demolish enclosed porch, construct new open porch, stairs and new parking pad	01/17/20	pending additional information from the applicant
7	719 Monticello Place	R1	Building Permit	Demolish existing 1-car garage, construct 2-car detached garage	01/30/20	non-compliant, pending variation application from the applicant
7	2672 Green Bay Road	C2/oCS	Building Permit	Interior alteration for fitness studio (Total Sona Fitness)	02/07/20	pending special use application
7	2011 Noyes Street	R1	Building Permit	2-story addition, front porch, deck, and interior renovation	02/10/20	non-compliant, minor variation application from the applicant
7	2435 Jackson Avenue	R1	Building Permit	Bay window, interior renovation	02/11/20	non-compliant, pending major variation application from the applicant
7	2225 Noyes Street	R1	Building Permit	New single-family residence	03/02/20	pending additional information from the applicant
7	1126 Grant Street	R1	Building Permit	New single-family residence	03/05/20	pending additional information from the applicant
7	2231 Wesley Avenue	R1	Building Permit	Interior remodel, windows, roof	03/09/20	non-compliant, pending revisions from the applicant
7	2145 Sheridan Road	U3	Building Permit	Interior renovation, converting 2 labs and an office into classroom (NU - Technological Institute)	03/18/20	pending staff review
7	2727 Eastwood Avenue	R1	Building Permit	Roof mounted solar panels	03/18/20	pending staff review
8	2011 Brummel Street	R2	Building Permit	Remove parking pad, construct patio and extend walkways	07/01/19	non-compliant, pending revisions from applicant
8	2222 Oakton Street	I2/oRD	Zoning Analysis	Planned Development: 4,999 sf, 64' tall addition for a climbing wall (First Ascent)	09/20/19	non-compliant, pending revisions from the applicant
8	1907 Howard Street	C1	Building Permit	Interior remodel	03/24/20	pending staff review

9	2425 Oakton Street	I1/oRD	Building Permit	New car wash	07/17/19	pending DAPR
9	646 Florence Avenue	R2	Building Permit	Convert 1-car attached garage into home office	11/07/19	non-compliant, pending revisions from the applicant
9	1616 Main Street	R3	Building Permit	Addition to garage	02/24/20	pending additional information from the applicant
9	1613 Washington Street	R3	Building Permit	Paver patio installation	02/28/20	pending additional information from the applicant
9	1911 Keeney Street	R2	Building Permit	Detached garage, patio, and sidewalk	02/28/20	non-compliant, pending revisions from the applicant

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1621-1631 Chicago Avenue	D4	Planned Development	Planned Development for a 19-story mixed-use building with 240 dwelling units, 3,540 sf ground floor retail, and 85 underground parking spaces	12/31/18	pending PC 05/13/20
1	1619 Chicago Avenue	D4	Major Adjustment to a Planned Development	Subdivision of existing parcel and Major Adjustment of the Merion Planned Development (Ordinance 86-O-13)	06/10/19	pending PC 05/13/20
1	1607 Chicago Avenue	D4	Special Use	Special use for Type-2 restaurant, Happy Le	01/17/20	pending ZBA
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	pending ZBA
3	548 Judson Avenue	R1	Minor Variation	Building lot coverage and impervious surface coverage for construction of new single-family detached residence	02/19/20	determination after 03/10/20
4	605 Davis Street	D3	Planned Development	New 19-story office building with ground floor retail, 40 parking spaces	04/24/19	pending P&D 04/13/20
4	1555 Ridge Avenue	R6	Planned Development	New 5-story, multi-family dwelling with 68 dwelling units and 61 parking spaces	12/17/19	pending P&D 04/13/20
4	910-938 Custer Avenue	MUE	Planned Development	1-year extension to previously approved Planned Development	02/21/20	pending CC 04/13/20
5	1825 Lemar Avenue	R2	Fence Variation	Front yard fence	01/17/20	pending determination
5	1717 Simpson Street	B1	Special Use	Expansion of a noncomplying use, addition to single-family dwelling in a B1 zoning district	02/26/20	pending DAPR, ZBA
5	820 Gaffield Place	R4a	Special Use	Child Residential Care Home	03/02/20	pending DAPR, ZBA
5	824 Gaffield Place	R4a	Special Use	Child Residential Care Home	03/02/20	pending DAPR, ZBA
6	2302 Hartzell Street	R1	Minor Variation	Rear yard and interior side yard setbacks and separation between principal and detached accessory structures for a 2nd story addition	01/17/20	determination after 02/20/20
6	2767 Crawford Avenue	R2	Fence Variation	Front yard fence, 6' tall, solid	02/24/20	determination after 03/13/20
6	2321 Thayer Street	R1	Minor Variation	A/C unit in rear-yard, not within rearmost 30' of lot	02/27/20	determination after 03/30/20
7	2672 Green Bay Road	C2/oCS	Special Use	Special use for a commercial indoor recreation establishment (Total Sona Fitness)	02/11/20	pending ZBA
7	719 Monticello Street	R1	Minor Variation	Building lot coverage to construct a 2-car detached garage	02/13/20	determination after 03/11/20
7	1803 Chancellor Street	R1	Minor Variation	Detached garage located in interior side yard	02/14/20	determination after 03/10/20
7	2435 Jackson Avenue	R1	Major Variation	1-story rear addition	02/27/20	pending DAPR, ZBA

7	2011 Noyes Street	R1	Minor Variation	Setbacks for addition	03/02/20	determination after 03/27/20
7	801 Central Street	R1	Minor Variation	Rear yard setback for covered, screen-in porch	03/06/20	determination after 03/27/20
9	2425 Oakton Street	I1	Planned Development	Time extension on previously approved Planned Development	03/05/20	pending P&D, CC 04/13/20



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: March 27, 2020

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.

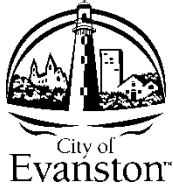
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, March 27, 2020

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
4	1801 Main Street (Robert Crown)	Recreation Facility	Construction fencing has been reconfigured to include the old center that is being demolished. Demolition activity has begun on above grade sections of the center. Site is being maintained.	3/26/2020
2	1727 Oak Avenue (Avidor)	Multi-Unit Building	Construction activity continues. COVID-19 procedures have been implemented by the general contractor. Right of way improvements continue. Finishes continue on the upper floors. Site is being maintained.	3/26/2020
2	1815 Ridge Avenue	Senior Living Facility	Construction fence has been installed. Site grading and electrical service lateral installation are currently underway. General contractor has COVID-19 procedures in place. Site is being maintained.	3/26/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Construction fence has been installed. Temporary electric service is partially completed. Awaiting Metropolitan Water Reclamation District (MWRD) approval for permit issuance	3/26/2020



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: March 27, 2020

The table below is the weekly report of food establishment license applications received and pending. The report includes the ward, property address, business name, date received, and current status.

Ward	Property Address	Business Name	Date Received	Current Status
7	2311 Campus Dr	The Protein Bar@NU	03/09/2020	Pending Inspections
2	1815 Ridge Ave	Solero Senior Living	03/03/2020	Pending Permit Issuance & Inspections
8	619 Howard St	Palmhouse 619	2/21/2020	Pending Permit Issuance & Inspections
8	633 Howard St	Estacion	2/4/2020	Pending Permit Issuance & Inspections
2	2434 Main St	Wingstop Restaurant	1/21/2020	Change of Ownership – Pending Inspections
1	1620 Orrington Ave	La Macchina Ristorante	1/15/2020	License Issued
4	1557 Sherman Ave	Reza's Restaurant	12/5/2019	Application Received – Pending Health Inspection
7	1729 Central St	Hewn Bakery	11/14/2019	Building Permit Issued – Pending Inspections
5	1723 Simpson St	Meals on Wheels	10/22/2019	Building Permit Issued – Pending Inspections
2	1924 Dempster St	Kid's Empire	10/17/2019	Building Permit Issued – Pending Inspections
5	2121 Ashland Av	Double Clutch	2/13/2019	Building Permit Issued - Pending Inspections
5	1905 Church St	Spice	12/13/2018	Building Permit Issued - Pending Inspections
1	533 Davis St	Joy Yee Noodle	7/6/2015	Relocation – Pending Final Fire Inspection & CO



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: March 27, 2020

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) 448-8097 or bgeorge@cityofevanston.org if you have any questions or need additional information.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of March 27, 2020

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
7	Compass (Kellogg Global Hub)	2211 Campus Drive, Evanston, IL	D	University	11 a.m. — 1 a.m. (Mon-Thurs); 11 a.m. — 2 a.m. (Fri-Sat); 10 a.m. — 1 a.m. (Sun)	Waiting on Liquor Control Board Meeting



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING MARCH 27, 2020

Editor's Note – Yay Team!!

Staff will continue to work remotely through at least Monday, April 27, when our offices on the campus of Oakton Community College in *Des Plaines* are scheduled to reopen. Should you need to contact staff, please see the directory on page 4 or contact me on my cell, 847-846-7699.

I have never been more impressed and inspired by the work of our tremendous staff, who is in constant contact via email, calls and/or texts. While we continue to adapt to the “new (hopefully temporary) normal” of our situation and physical distance, please know that we are more connected than ever before, we will continue to provide excellent membership service and we will get through this challenge together!

Here to Help

NWMC member responses continue to come in to the NWMC Here to Help Survey and running list of Business/Resident Assistance and Best Practices. Staff continues to send periodic updates as significant member responses and updates are received and has also amassed a number of member surveys to assist in dealing with the impact of the pandemic. We will continue to monitor federal, state and local COVID-19 news, conference calls and press conferences, and share pertinent information as it becomes available. In addition, it is important to know that we are in constant contact with our partner Councils of Government and the Metropolitan Mayors Caucus, sharing information and other assistance to benefit our collective members. Please continue to use us as a resource do not hesitate to contact us at any time. Stay safe and we stand ready to help in any way we can! *Staff contacts: Mark Fowler, Larry Bury*

STAY HOME. SAVE LIVES.

On Thursday, mayors from around the region joined Chicago Mayor Lori Lightfoot at a press conference to launch a new media campaign entitled “Stay Home, Save Lives.” The mayors stressed the need of the region’s residents to stay home and help stem the tide of the COVID-19 pandemic. The “Stay Home, Save Lives” campaign was announced in conjunction with the closure of the city’s lakefront and parks, where large crowds were observed earlier in the week exercising, playing contact sports and failing to maintain social distancing. *NWMC President and Morton Grove Mayor Dan DiMaria* expressed support for stronger measures to combat the COVID-19 crisis. He said, “It is critically important that everyone follows the orders that we are given. As a unified front, we can stop the spread (of the virus)”. *Fox Lake Mayor Donny Schmit*, who is also President of the Lake County Municipal League, noted that “COVID-19 doesn’t care if you live in a bustling city or a small town. If we’re going to stop the spread, every resident in every town needs to stay at home.”

Many suburban mayors expressed similar frustration with residents not abiding by the stay-at-home order. *Highland Park Mayor Nancy Rotering* summed it up best in an email sent Thursday, “Our children may be bored. We may be bored. Too bad. Enough with the playdates or sending the kids to the park or into town or having friends over or sneaking down to the beach. People you know and care about are getting sick, and it’s no mystery where this trend is headed. Get over your sense of “this won’t happen to me” and read on.” She then described the number of COVID-19 cases in Highland Park and reiterated the importance of practicing social distancing and following Governor Pritzker’s Stay-at-Home order. More information on Mayor Lightfoot’s “Stay Home, Save Lives” campaign will soon be sent to the region’s mayors, who are encouraged to customize elements for local use. *Staff contacts: Mark Fowler, Larry Bury*

General Assembly Cancels Session Dates and Adjusts Committee Schedules

While members of the Northwest Municipal Conference were scheduled to be in Springfield this week for our annual Legislative Days, the global COVID-19 pandemic said otherwise. The necessary effort to prevent the spread has created uncertainty to the schedules of local and state government meetings and activities.

Both the Illinois House and Senate have cancelled session dates through next week. The General Assembly's schedule calls for a two week Easter/Passover break before returning on April 21, although they could be called into session on short notice if circumstances warrant. The House has extended the committee deadline to Friday, April 24 (originally March 27), with the third reading deadline extended to Sunday, May 3 (originally April 24). The Senate is expected to announce similar schedule changes.

We will provide additional updates as legislators prepare to return to the Capitol and we have a clearer picture of what legislation the General Assembly will consider when they do. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Call One Offers Free Voice/Collaboration Capabilities to Essential Public Sector Personnel

During this unprecedented time of workforce disruption, Suburban Purchasing Cooperative (SPC) Telecommunications Program Vendor Call One is offering to provide voice and collaboration capabilities to essential Public Sector personnel free of charge until June 30, 2020. There are no strings attached and the offer applies to our entire membership, not just current Call One SPC customers.

These Call One cloud-based tools are easily downloaded to remote worker laptops and cellular phones. To expedite your request to support essential public sector personnel, please use the Call One form that is posted on the NWMC website by visiting <https://www.nwmc-cog.org/SPC-Documents/Work-From-Home-SPC-and-Call-One-Form.aspx>. The form allows you to provide Call One with a concise list of your critical Police, Fire, Health Care personnel, triaged by critical need. Additional information may be found by visiting <https://www.nwmc-cog.org/SPC-Documents/Call-One-Community-Commitment-Work-From-Home.aspx> and <https://www.nwmc-cog.org/SPC-Documents/Call-One-Association-Essential-Services-Letter-to.aspx>.

The collaboration tool allows users to create and conduct meetings with audio, video and screen sharing capabilities for up to ten people. Tools to support up to 100 participants are also available to a limited number of users. Once registered, users should forward their office phone numbers to the Call One soft phone numbers they are provided to start making and taking calls. The soft phone operates seamlessly on a PC or cellular phone. The platform allows users to switch calls between devices as needed. The numbers Call One provides for this free service are temporary through June 30, but you can make arrangements with Call One after that date for permanent numbers. Please visit <https://www.nwmc-cog.org/Suburban-Purchasing-Cooperative/Telecommunications-Program.aspx> for additional information.

For those not familiar with Call One, the company is a premiere vendor partner of the NWMC. As the SPC Telecommunications Vendor (Contract #188), Call One provides voice and data services to customers throughout the United States, including a full portfolio of advanced Unified Communications services. More information about Call One may be found by viewing the company's website, www.callone.com.

For questions or additional information regarding these solutions please contact staff or Call One Account Executive Patrick Doolin, 312-252-4964 (office), 708-514-5127 (cell) or pdoolin@callone.com or Account Executive Paul Goldenberg, 312-496-6692 (office), 847-272-3882 (cell) or pgoldenberg@callone.com. *Staff contact: Ellen Dayan*

SPC Truck Equipment Contract Expires March 31

The Suburban Purchasing Cooperative (SPC) has been informed that Auto Truck Group of *Bartlett* has declined the second of three (3) possible, one-year contract extensions for Truck Equipment (Contract #176), so the agreement will expire on March 31, 2020. Auto Truck Group informed staff this week of its decision to increase focus on its large fleet business. The SPC Governing Board will consider issuing a new RFP for the program.

In the meantime, Auto Truck Group will honor the 60-day timeframe in our contract to complete any outstanding business or new business that may arise prior to the end of the contract. For questions or additional information, please contact staff or Pete Petrizzo, 630-360-1819 or ppetrizzo@autotruck.com. *Staff contact: Ellen Dayan*

NWMC Spring Surplus Vehicle & Equipment Auction Still Set for April 21

The spring NWMC Surplus Vehicle and Equipment Auction will still be held on Tuesday, April 21, 2:00 p.m. at America's Auto Auction, 14001 S. Karlov Avenue in Crestwood. If we are still under the stay-at-home order and

engaging in social distancing, America's AA has notified staff that it will run the vehicles and equipment through their auction lane and only accept online bids.

Now is the time to inventory vehicles and equipment for disposal in the NWMC auction, the proceeds of which help support operations of the organization. The summer auction will be held on July 21 and the fall date is set for October 20. In addition, America's Auto Auction hosts online sales on par with other government surplus Internet auctions. For questions or additional information, please contact staff or Berry Ellis, 312-371-5993 or berry.ellis@americasautoauction.com. *Staff contact: Ellen Dayan*

SPC Renews Lane Marking Contract at 2019 Prices!

Due to extraordinary circumstances in the time of COVID 19, the Suburban Purchasing Cooperative (SPC) Governing Board has decided that it is in the best interest of our members to extend the SPC 2020 Thermoplastic Lane Marking (Contract #158) to Superior Road Striping of Melrose Park. The contract will run from April 12, 2020 through April 11, 2021 and contains no price increases as follows:

Item Description	UOM	2020 Unit \$
4" Marking Line	LF	\$0.52
6" Marking Line	LF	\$0.76
12" Marking Line	LF	\$1.52
24" Marking Line	LF	\$3.78
Marking Letters & Symbols	SF	\$3.51
Removal	SF	\$0.41

Please note that this award is not in conjunction with the Illinois Department of Transportation (IDOT), so participating communities may not utilize Motor Fuel Tax (MFT) funds. That said, Superior Road Striping must comply with all IDOT rules and regulations, as well as prevailing wage and certified payroll. For questions or additional information, please contact staff, or Superior Road Striping staff Joan Yario or Sandy DeHoyos, 708-865-0718 or thermopros@sbcglobal.net. *Staff contact: Ellen Dayan*

Pace Announces Schedule Adjustments

In response to Metra's alternate schedule implemented due to decreased ridership in the wake of COVID-19, Pace has temporarily altered their weekday schedule for commuter routes and Shuttle Bug services effective March 23. Pace will continue to maintain service to as many operating Metra trains as possible. Updated schedules for all commuter and Shuttle Bus routes affected are available online at PaceBus.com. *Staff contacts: Kendra Johnson, Matt Pasquini*

One Week Left to Apply for Great Lakes Water Quality Improvement Grants

The Great Lakes Commission has issued a Request for Proposals for its Great Lakes Sediment and Nutrient Reduction Program, the goal of which is to reduce phosphorus contributions and untreated stormwater runoff to waters within the Great Lakes Basin. Maximum funding per project is capped at \$200,000 and requires a 25% match from the local project sponsor. Applications are due online by 5:00 p.m. on Monday, April 6. More information about the application process and requirements is available on the [program website](#) or by contacting Nicole Zacharda, nzacharda@glc.org. *Staff contact: Kendra Johnson*

Apply Today for the IDOT Highway Safety Improvement Program

The Illinois Department of Transportation has issued a Notice of Funding Opportunity (NOFO) requesting FY2022 projects for the Highway Safety Improvement Program (HSIP). The goal of the HSIP is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads. Fatal and serious injury crashes associated with roadway departures, intersections, and pedestrians are high priority emphasis areas based on the current Illinois Strategic Highway Safety Plan.

Applications for this funding program will be received through Friday, May 8, and announcement of the selected projects for funding will be made during the week of July 27. For more information, please visit the program's [NOFO](#), or the [HSIP website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

Apply Today for the RTA Access to Transit Program

The Regional Transportation Authority's (RTA) is accepting applications for its Access to Transit program through Friday, May 8. This program leverages RTA and local funds with federal funding to help implement recommendations from planning studies completed through the RTA's Community Planning program or the Chicago Metropolitan Agency for Planning's Local Technical Assistance program. New this year, project sponsors can apply for funding to go toward Phase I engineering as well as micro mobility projects. For more information, please visit the [Access to Transit website](#) or contact Heather Mullins, mullinsh@rtachicago.org or Alex Devlin, devlina@rtachicago.org. *Staff contacts: Kendra Johnson, Matt Pasquini*

FHWA Accepting Federal Lands Access Program Applications

The Federal Highway Administration's (FHWA) Eastern Federal Lands Division has announced that the Federal Lands Access Program (FLAP) is open for applications from now until August 3. FLAP provides funding for transportation projects located on, adjacent to, or that provide access to federal lands. Eligible projects include transportation planning, research, engineering, preventative maintenance, rehabilitation, restoration, construction, or reconstruction of federal land access facilities.

Applications should be submitted via email to the FHWA Eastern Federal Lands Highway Division Access Program Manager, EFL.planning@dot.gov. For more information and application materials, please visit FHWA's Call for Projects [website](#), or contact Stephane B. Seck-Birhame, Bablibile.Seck@illinois.gov. *Staff contacts: Kendra Johnson, Matt Pasquini*

Rebuild Illinois Funding Opportunities

The Department of Commerce and Economic Opportunity (DCEO) recently issued Notices of Funding Opportunities (NOFO) for three major components of the Rebuild Illinois capital program:

- \$50 Million - [Public Infrastructure](#)
- \$16.5 Million - [Regional Economic Development](#)
- \$13 Million - [Shovel Ready Sites](#)

The objective of these programs is to fund public infrastructure projects based upon the criteria included in Governor Pritzker's Five-Year Economic Development Plan. Grant ceilings vary among each program, but each one has a minimum award level of \$250,000 per project. Applications for the Public Infrastructure program are due by 5:00 p.m. on June 30, with the other two programs having no firm due date at this time. For more information and to access each NOFO, please visit the [DCEO's program website](#) or contact Wendy Bell, wendy.bell@illinois.gov. *Staff contacts: Kendra Johnson, Matt Pasquini*

Meetings and Events

NWMC Executive Board will meet Wednesday, April 1 at 8:30 a.m. via conference call.

NWMC Finance Committee will meet Wednesday, April 8 at 12:00 p.m. via conference call.

NWMC Staff

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