



# Memorandum

To: Mayor Hagerty and Members of the City Council  
From: Erika Storlie, Interim City Manager  
Subject: Weekly City Manager's Update  
Date: April 10, 2020

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for April 2, 2020 – April 8, 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**

**Monday, April 13, 2020**

Administration and Public Works Committee – CANCELED

[www.cityofevanston.org/apw](http://www.cityofevanston.org/apw)

Planning & Development Committee

[www.cityofevanston.org/pd](http://www.cityofevanston.org/pd)

City Council

[www.cityofevanston.org/citycouncil](http://www.cityofevanston.org/citycouncil)

**Tuesday, April 14, 2020**

Board of Local Improvements - CANCELED

[www.cityofevanston.org/boardofimprovements](http://www.cityofevanston.org/boardofimprovements)

Arts Council - CANCELED

[www.cityofevanston.org/artscouncil](http://www.cityofevanston.org/artscouncil)

Preservation Commission - CANCELED

[www.cityofevanston.org/preservationcommission](http://www.cityofevanston.org/preservationcommission)

Board of Ethics - CANCELED

[www.cityofevanston.org/boardofethics](http://www.cityofevanston.org/boardofethics)

**Wednesday, April 15, 2020**

Design and Project Review Committee

[www.cityofevanston.org/dapr](http://www.cityofevanston.org/dapr)

Affordable Housing Plan Steering Committee - CANCELED

[www.cityofevanston.org/affordablehousingplansteeringcommittee](http://www.cityofevanston.org/affordablehousingplansteeringcommittee)

**Thursday, April 16, 2020**

Parks, Recreation and Community Services Board - CANCELED

[www.cityofevanston.org/PRCSBoard](http://www.cityofevanston.org/PRCSBoard)

Equity & Empowerment Commission - CANCELED

[www.cityofevanston.org/equityandempowermentcommission](http://www.cityofevanston.org/equityandempowermentcommission)

**Friday, April 17, 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 April 6, 2020

Date: April 10, 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 April 6, 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 20-14 Dutch Elm Disease Prevention Program	Public Works Agency	Work on this project includes providing a preventative treatment for Dutch Elm Disease (DED) in approximately 1,688 parkway and other publicly owned elm trees through the root flare injection of Arbotect 20-S at the full three-year rate. The work also includes the root flare injection of Arbotect 20-S to 127 publicly owned elm trees at a seventy-five percent diluted three-year rate.	\$800,000	4/28	5/11
Bid 20-26 2020 MFT Street Resurfacing Project	Public Works Agency	Work on this project includes: The resurfacing of various streets with minor utility repairs, concrete curb and sidewalk replacement and all incidental work	\$1,400,000	5/5	5/18

		including all materials, labor and equipment. Bidders must be pre-qualified by Illinois Department of Transportation and present IDOT issued "Certificate of Eligibility" with proposal.			
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# City Council Agenda Schedule

Printed from Asana

**April 20**

**April 27**

- David Stoneback:** Ordinance 41-O-20 Restrict Winter Excavations
  - Department: Public Works
  - Council Action: Ord
  - Council or Committee: APW
  - Action: For Action
  
- David Stoneback:** Resolution 37-R-20 - IGA with IDOT and Engineering Services Award for Ridge Ave Traffic Signal Project
  - Department: Public Works
  - Council Action: Res
  - Council or Committee: APW
  
- David Stoneback:** Award of the Emergency Generator Rehabilitation Construction Project
  - Department: Public Works
  - Council Action: Bus
  - Council or Committee: APW
  
- David Stoneback:** Award of the 2020 Water Main Construction Project
  - Department: Public Works
  - Council Action: Bus
  - Council or Committee: APW
  
- David Stoneback:** Shoreline Condition Assessment
  - Department: Public Works
  - Council Action: Disc
  - Council or Committee: CC
  
- David Stoneback:** Dutch Elm Disease Prevention Program
  - Department: Public Works
  - Council Action: Disc
  - Council or Committee: APW
  
- Hitesh Desai:** Budget Discussion
  - Department: CMO
  - Council Action: Disc
  - Council or Committee: CC
  
- Johanna Leonard:** Ordinance 52-O-20, Special Use for a Planned Development located
  - Department: Community Dev
  - Council Action: Ord
  - Council or Committee: PD
  - Action: For Action
  
- Johanna Leonard:** Ordinance 49-O-20, Special Use for a Planned Development and
  - Department: Community Dev
  - Council Action: Ord
  - Council or Committee: PD
  - Action: For Action
  
- Johanna Leonard:** Ordinances 38-O-20, 39-O-20, and 47-O-20, Amendments to Boards
  - Department: Community Dev
  - Council Action: Ord
  - Council or Committee: PD

Action: For Action

**Lawrence C. Hemingway:** PRCS Strategic Plan

Department: Parks & Rec  
Council Action: Bus  
Council or Committee: APW

**Kimberly Richardson:** Equity Update

Department: CMO  
Council Action: SPB  
Council or Committee: CC

**Johanna Leonard:** Affordable Housing Fund Expenses

Department: Community Dev  
Council Action: SPB  
Council or Committee: CC

**Rotary Club's 100th Birthday - May 1, 2020**

Council Action: Proc  
Council or Committee: CC

**Lawrence C. Hemingway:** Summer Bus Transportation

Department: Parks & Rec  
Council Action: Bus  
Council or Committee: APW

**David Stoneback:** Approval of Contract Award of Engineering Services for Stormwater Master Plan

Department: Public Works  
Council Action: Bus  
Council or Committee: APW

**David Stoneback:** Approval of Contract Award of Green Bay Bioswale Landscaping

Department: Public Works  
Council Action: Bus  
Council or Committee: APW

## May 11

**Sarah Flax:** Affordable Housing Fund Referral

Department: Community Dev  
Council Action: SPB  
Council or Committee: CC

**Luke Stowe:** Amend Parking on Oak from 12 to 4 hour limit

Department: Admin Serv  
Council Action: Ord  
Council or Committee: APW

**Luke Stowe:** Amend Parking on Davis to Short Term;

Department: Admin Serv  
Council Action: Ord  
Council or Committee: APW

**David Stoneback:** Approval of Contract Award of 50/50 Sidewalk Construction

Department: Public Works  
Council Action: Bus  
Council or Committee: APW

## May 18 - Special Harley Clarke Meeting

**Tasheik Kerr:** Harley Clarke Discussion

Council or Committee: CC  
Council Action: SPB  
Department: CMO

**May 26**

**Johanna Leonard:** Ordinance 35-O-20 Ground Floor uses in the D2 District

Department: Community Dev  
Council Action: Ord  
Council or Committee: PD  
Action: For Introduction

**June 8**

**Johanna Leonard:** Ordinance 25-O-20 Tree Preservation

Department: Community Dev  
Council Action: Ord  
Council or Committee: PD  
Action: For Action

**Johanna Leonard:** Ordinance 24-O-20 Sidewalks cleared of Snow, Ice, Dirt, Weeds

Department: Community Dev  
Council Action: Ord  
Council or Committee: APW  
Action: For Action

**June 22**

**July 13**

**July 27**

**August 10**

**September 14**

**September 28**

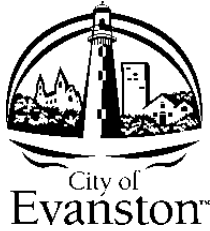
**October 12**

**October 26**

**November 9**

**November 23**

**December 14**



## Memorandum

To: Honorable Mayor and Members of the City Council  
From: Scott Mangum, Planning and Zoning Manager  
Subject: Weekly Zoning Report  
Date: April 8, 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](mailto:smangum@cityofevanston.org) if you have any questions or need additional information.



**Cases Received and Pending, April 2, 2020 - April 8, 2020**

**Backlog (business days received until reviewed): 22**

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

**Zoning Reviews**

<b>Ward</b>	<b>Property Address</b>	<b>Zoning</b>	<b>Type</b>	<b>Project Description</b>	<b>Received</b>	<b>Status</b>
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	1629 Judson Avenue	R1	Building Permit	New patio and terrace	03/09/20	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	pending additional information from the applicant
2	1708 Lake Street	R3	Building Permit	Patio and pergola	04/03/20	pending additional information from the applicant
3	1210 Michigan Avenue	R1	Building Permit	Widen driveway	10/02/19	non-compliant, pending revisions from the applicant
3	1212 Lake Shore Boulevard	R1	Building Permit	Roof mounted solar panels	03/17/20	pending staff review
3	1212 Judson Avenue	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
4	1125 Wesley Avenue	R3	Building Permit	1-story addition and 3-car detached garage	12/05/19	pending revisions from the applicant
4	1330 Ridge Avenue	R1	Zoning Analysis	New concrete walk, bike racks, concrete planters (Unitarian Church)	04/03/20	pending staff review
4	1629 Asbury Avenue	R1	Building Permit	Replace stairs and column	04/06/20	pending staff review
4	1012-1014 Davis Street	D2	Building Permit	Exterior and interior renovation for Daycare Center - Child	04/07/20	<b>pending additional information from the applicant, DAPR review</b>
4	630 Davis Street, Unit 301	D2	Building Permit	Tenant remodel	04/07/20	pending staff review
5	1825 Lemar Avenue, Unit C	R2	Building Permit	Deck	09/24/19	non-compliant, pending revision, fence variation application
5	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
5	2021 Brown Avenue	R3	Building Permit	Detached garage, 20x20	03/13/20	pending revisions from the applicant
5	2044 Dodge Avenue	R3	Building Permit	New 20x24 detached garage	04/08/20	pending staff review
5	1711 Grey Avenue	R3	Building Permit	Roof mounted solar panels	04/08/20	pending additional information from the applicant

5	1915 Foster Street	R3	Building Permit	Roof mounted solar panels	04/08/20	pending staff review
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	non-compliant, pending revisions from the applicant
6	2801 Central Street	B1a/oCS	Building Permit	Interior and exterior alterations	03/12/20	<b>pending DAPR</b>
6	3308 Harrison Street	R1	Zoning Analysis	2-story addition to rear of residence	03/27/20	pending additional information from the applicant
6	3607 Hillside Road	R2	Zoning Analysis	Additions and interior renovation	04/02/20	pending additional information from the applicant
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	1013 Colfax Street	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant

7	2742 Garrison Avenue	R1	Building Permit	Addition	04/07/20	pending staff review
8	1907 Howard Street	C1	Building Permit	Interior remodel	03/24/20	pending additional information from the applicant
8	999-1015 Howard Street	B2	Building Permit	New 4-story, 60 dwelling unit multi-family residence with 58 parking spaces addition to CJE building, dwelling units for seniors (999-1015 Howard St. Planned Development)	03/26/20	<b>pending additional information from the applicant, DAPR</b>
9	2425 Oakton Street	I1/oRD	Building Permit	New car wash	07/17/19	<b>pending DAPR</b>
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	<b>pending PC 05/13/20</b>
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	<b>pending PC 05/13/20</b>
1	1607 Chicago Avenue	D4	Special Use	Special use for Type-2 restaurant, Happy Le	01/17/20	<b>pending ZBA</b>
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	<b>pending ZBA</b>
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	pending additional information from the applicant (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	<b>pending P&amp;D 04/13/20</b>
4	1555 Ridge Avenue	R6	Planned Development	New 5-story, multi-family dwelling with 68 dwelling units and 61 parking spaces	12/17/19	<b>pending P&amp;D 04/13/20</b>
4	910-938 Custer Avenue	MUE	Planned Development	1-year extension to previously approved Planned Development	02/21/20	<b>pending CC 04/13/20</b>
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	<b>pending DAPR 04/22/20, ZBA</b>
5	820 Gaffield Place	R4a	Special Use	Child Residential Care Home	03/02/20	<b>pending DAPR 04/22/20, ZBA</b>
5	824 Gaffield Place	R4a	Special Use	Child Residential Care Home	03/02/20	<b>pending DAPR 04/22/20, ZBA</b>
6	2767 Crawford Avenue	R2	Fence Variation	Front yard fence, 6' tall, solid	02/24/20	pending additional information from the applicant (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

6	2643 Lincolnwood Drive	R1	Minor Variation	Building lot coverage for addition and new detached garage	04/08/20	pending staff review
7	2672 Green Bay Road	C2/oCS	Special Use	Special use for a commercial indoor recreation establishment (Total Sona Fitness)	02/11/20	<b>pending ZBA</b>
7	2435 Jackson Avenue	R1	Major Variation	1-story rear addition	02/27/20	<b>pending DAPR, ZBA</b>
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
8	2222 Oakton Street	I2	Special Use	Special use for commercial indoor recreation establishment (First Ascent - wall/rock climbing)	04/03/20	<b>pending DAPR, ZBA</b>
9	2425 Oakton Street	I1	Planned Development	Time extension on previously approved Planned Development	03/05/20	<b>pending P&amp;D, CC 04/13/20</b>



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: April 10, 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.

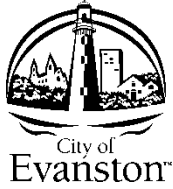
Please contact me at 847-448-8030 or [ggerdes@cityofevanston.org](mailto:ggerdes@cityofevanston.org) if you have any questions or need additional information.

# Inspector Weekly Update

Cases Received, April 10, 2020

## Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
4	1801 Main Street (Robert Crown)	Recreation Facility	Site concrete installation has commenced. Demolition activity continues on the old center. Punch list items are being completed in the new center. Site is being maintained.	4/9/2020
2	1727 Oak Avenue (Avidor)	Multi-Unit Building	Building Division inspectors are performing final inspections. Early May occupancy is being projected but dependent upon COVID-19 status. Site is being maintained.	4/9/2020
2	1815 Ridge Avenue	Senior Living Facility	Excavation and foundation activity continues. Building permit has been issued. Site is being maintained.	4/9/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Demolition of residential structure at 1730 Ridge is scheduled to start April 15th. Awaiting Metropolitan Water Reclamation District (MWRD) approval for permit issuance. Site is being maintained.	4/9/2020



# Memorandum

To: Honorable Mayor and Members of the City Council

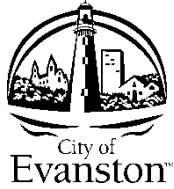
From: Ike Ogbo, Director, Department of Health & Human Services

Subject: Food Establishment License Application Weekly Report

Date: April 10, 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
4	1012-14 Davis St	Day Care Center	04/08/2020	Pending Permit Issuance & Inspections
7	2311 Campus Dr	The Protein Bar@NU	03/09/2020	Pending Inspections
2	1815 Ridge Ave	Solero Senior Living	03/03/2020	Pending Inspections
8	619 Howard St	Palmhouse 619	2/21/2020	Pending 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
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: April 10, 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](mailto:bgeorge@cityofevanston.org) if you have any questions or need additional information.



### Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of April 10, 2020

<b>WARD</b>	<b>BUSINESS NAME</b>	<b>BUSINESS ADDRESS</b>	<b>LIQUOR CLASS</b>	<b>CLASS DESCRIPTION</b>	<b>PROCESSED HOURS for LIQUOR SALES</b>	<b>STATUS</b>
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 APRIL 10, 2020*

## #StayHomeSaveLives #AllInIllinois

### ***Here to Help Update***

On Monday and Thursday, staff sent the fifth and sixth updates in a series of NWMC member responses to the Business/Resident Assistance and Best Practices document created by staff in response to the COVID-19 pandemic. Fourteen members either provided new or updated information, including *Barrington, Bartlett, Des Plaines, Grayslake, Hanover Park, Lake Bluff, Lake Zurich, Morton Grove, Mount Prospect, Park Ridge, Rolling Meadows, Schaumburg, Streamwood, Wheeling* and *Wilmette*. To date, twenty-eight NWMC members have contributed to the list.

Keep the responses coming in and staff will send periodic updates as significant member responses and updates are received. In addition, staff has sent seven COVID-19 related surveys requested by the membership to assist in dealing with the impact of the pandemic. Staff continues to monitor federal, state and local COVID-19 news, conference calls and press conferences, and will share pertinent information as it becomes available.

This week, staff and our partner Councils of Government and the Metropolitan Mayors Caucus (MMC) continued to work together, sharing information and other assistance to benefit our collective members. We discussed engaging Chicago Metropolitan Agency for Planning staff to assist in analyzing local government revenue trends and data for the group. We also collaborated on a survey template to help determine COVID-19 related expenses and projected revenue declines. Staff formatted the survey and emailed it to the membership today. The information will be helpful in potential cost recovery and as congress debates future stimulus packages to assist in dealing with the pandemic.

Please continue to use NWMC staff as a resource and 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*

### ***NWMC Employee Assistance Program Turns 30 – Enrollment Now Open***

In 1990, the NWMC launched its Employee Assistance Program (EAP), which is still going strong. The program is open to municipalities, townships, park districts and libraries and offers confidential, cost free referrals and assessment service twenty-four hours a day for employees and their families. Areas of assistance include dealing with issues such as substance abuse, mental health, family and marital problems, financial and legal matters. Currently, there are thirteen municipalities and organizations that participate in this program, which is provided by Morneau Shepell.

Enrollment information and participation forms were emailed to all members on April 1. The fee for program participation remains the same at \$23.50 per employee per year and the contract year begins May 1. If you are not currently a member of the EAP program and would like to join or obtain additional information, please contact Karol Heneghan, 847-296-9200, ext. 124 or [kheneghan@nwmc-cog.org](mailto:kheneghan@nwmc-cog.org). *Staff contact: Karol Heneghan*

### ***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. America's AA has notified staff that it will run the vehicles and equipment through their auction lane and only accept online bids. To date, the Villages of Beecher and *Wilmette* have committed vehicles for the auction.

It's not too late to inventory vehicles and equipment for disposal in the NWMC auction, the proceeds of which help support operations of the organization. If you can't make the April event, 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 General Manager Larry Hero, 708-259-0464 or [Larry.Hero@AmericasAutoAuction.com](mailto:Larry.Hero@AmericasAutoAuction.com). *Staff contact: Ellen Dayan*

### ***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. The NWMC staff migrated to this platform for staff, committee and board meetings and it has been very successful and user friendly.

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](http://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](mailto:pdoolin@callone.com) or Account Executive Paul Goldenberg, 312-496-6692 (office), 847-272-3882 (cell) or [pgoldenberg@callone.com](mailto:pgoldenberg@callone.com). *Staff contact: Ellen Dayan*

### ***Ride Illinois to Host Webinars***

Ride Illinois, the statewide non-profit organization specializing in advocating for bicycle access, safety and education, is hosting a series of informative webinars in the coming weeks. The webinars are free, but organizers are asking participants to please register online. Below please find the list of webinars and registration links:

- Bike Infrastructure - Comparison of Bikeway Types - Wednesday, April 15, noon ([Register here](#))
- Bike Infrastructure - Advocating Better Road Designs - Wednesday, April 22, noon ([Register here](#))
- Bike Infrastructure - Local Bike Plans, Implementation, Grants - Wednesday, April 29, noon ([Register here](#))

*Staff contacts: Kendra Johnson, Matt Pasquini*

### ***USDOT Soliciting BUILD Program Applications***

The United States Department of Transportation (USDOT) is soliciting project applications for the competitive transportation grant program known as Better Utilizing Investments to Leverage Development (BUILD). BUILD Transportation grants invest in surface transportation infrastructure and are awarded on a competitive basis to projects that will have a significant local or regional impact. BUILD funding can support roads, bridges, transit,

rail, ports or intermodal transportation. Applications should be submitted to [Grants.gov](https://www.Grants.gov) by 5:00 PM E.S.T. on Monday, May 18. For more information, please refer to the [Notice of Funding Opportunity](#), visit the [BUILD program website](#) or contact [BUILDgrants@dot.gov](mailto:BUILDgrants@dot.gov). *Staff contacts: Kendra Johnson, Matt Pasquini*

### ***Meetings and Events***

*NWMC Legislative Committee* will meet Wednesday April 15 at 8:30 a.m. via teleconference.

*NWMC Board of Directors* will meet Wednesday, April 15 at 7:00 p.m. via teleconference.

*NWMC Managers Committee* will meet Friday, April 17 at 8:00 a.m. via teleconference.

### ***NWMC Staff***

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