

Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, Interim City Manager
Subject: Weekly City Manager's Update
Date: September 18, 2020

STAFF REPORTS BY DEPARTMENT



Weekly Report for September 10, 2020 – September 16, 2020
**There will be no 311 report this week*

City Manager's Office

City Council Agenda Schedule
MWEBE/LEP Compliance Report
Monthly Financial Report- July 2020

Community Development

Weekly Zoning Report
Weekly Inspection Report

Water

Police Department Office at the Water Treatment Plant

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

Monday, September 21, 2020

Special City Council – Harley Clarke

www.cityofevanston.org/citycouncil

Tuesday, September 22, 2020

Housing & Community Development Act Committee – CANCELED

www.cityofevanston.org/housingcommunitydev

Wednesday, September 23, 2020

Design and Project Review Committee

www.cityofevanston.org/dapr

Economic Development Committee

www.cityofevanston.org/economicdev

Transportation & Parking Committee - CANCELED

www.cityofevanston.org/transandparking

Thursday, September 24, 2020

Special City Council – Executive Session Only

www.cityofevanston.org/citycouncil

Emergency Telephone System Board

www.cityofevanston.org/911board

Friday, September 25, 2020

Reparations Subcommittee

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

Saturday, September 26, 2020

Mental Health Board - CANCELED

www.cityofevanston.org/mentalhealthboard

City Council Agenda Schedule

Printed from Asana

September 29

- Johanna Nyden:** 2404 Ridge Avenue, Appeal of Preservation Commission's denial of a Certificate of Appropriateness
 - Department: Community Dev
 - Council Action: SPB
 - Council or Committee: CC
- Kimberly Richardson:** Appointments
 - Department: CMO
 - Council Action: Bus
 - Council or Committee: CC
- Kelley Gandurski:** Amendment to the Amusement Tax
 - Department: Law
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Introduction
- Luke Stowe:** Ordinance for Adding Fees for EV Parking Spaces (in 2021)
 - Department: Admin Serv
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Action
- Kimberly Richardson:** Ordinance for solid waste franchise administrative fee
 - Department: CMO
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Action
- Brian Scott:** IAFF Contract Amendment
 - Department: Fire
 - Council Action: Res
 - Council or Committee: APW
- Luke Stowe:** Ordinance 82-O-20 - Parking on Parkway
 - Department: Admin Serv
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Introduction
- Lawrence C. Hemingway:** Resolution XX-R-20 Contract with Hoffman House Catering for Senior Meal Food Programs
 - Department: Parks & Rec
 - Council Action: Res
 - Council or Committee: APW
- Lawrence C. Hemingway:** Renaming of Harbert Park
 - Department: Parks & Rec
 - Council Action: Bus
 - Council or Committee: APW
- Lawrence C. Hemingway:** Honorary Street Name
 - Department: Parks & Rec
 - Council Action: Bus
 - Council or Committee: APW

- Kumar Jensen:** ComEd Infrastructure Maintenance Fee
 - Department: CMO
 - Council Action: Ord
 - Council or Committee: APW
 - Action: For Action

- Kelley Gandurski:** Eviction Moratorium
 - Department: Law
 - Council Action: Res
 - Council or Committee: APW

- David Stoneback:** Change order
 - Department: Public Works
 - Council Action: Bus
 - Council or Committee: APW

- David Stoneback:** Salt Purchase
 - Department: Public Works
 - Council Action: Bus
 - Council or Committee: APW

- Hitesh Desai:** Single Audit
 - Department: CMO
 - Council Action: Bus
 - Council or Committee: APW

- Johanna Nyden:** Two-Lot Subdivision - 2404 Ridge Ave
 - Department: Community Dev
 - Council Action: Res
 - Council or Committee: PD

- Johanna Nyden:** Zoning Text Amendment - Accessory Dwelling Units
 - Department: Community Dev
 - Council Action: Ord
 - Council or Committee: PD
 - Action: For Action

- Johanna Nyden:** Zoning Map Amendment - 1910-1946 Orrington Ave, 714-716 Foster
 - Department: Community Dev
 - Council Action: Ord
 - Council or Committee: PD
 - Action: For Action

- Johanna Nyden:** 1701 Howard St - Special Use for a Cannabis Transport Business in the C1 District
 - Department: Community Dev
 - Council Action: Ord
 - Council or Committee: PD
 - Action: For Action

- Johanna Nyden:** Approval of a Not-to-Exceed Contract of \$87,500 for Landlord-Tenant Services with Metropolitan Tenants Organization and Lawyers Committee for Better Housing
 - Department: Community Dev
 - Council Action: Bus
 - Council or Committee: PD

- Johanna Nyden:** Mobility Discussion
 - Department: Community Dev
 - Council Action: Disc
 - Council or Committee: PD

October 12

Kumar Jensen: Natural Areas Ordinance

Department: CMO
Council Action: Ord
Council or Committee: PD
Action: For Introduction

October 19 - Special City Council Meeting

Hitesh Desai: 2021 Budget Public Hearing

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

October 26

Hitesh Desai: Budget Discussion - Truth in Taxation

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

November 9

Hitesh Desai: Amusement Tax Discussion

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

Hitesh Desai: 2021 Budget Ordinance and 2020 Tax Levies

Department: CMO
Council Action: Ord
Council or Committee: APW
Action: For Introduction

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

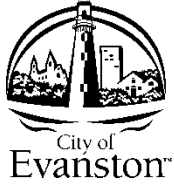
Department: Community Dev
Council Action: Ord
Council or Committee: PD
Action: For Action

November 23

Hitesh Desai: 2021 Budget Ordinance and 2020 Tax Levies

Department: CMO
Council Action: Ord
Council or Committee: APW
Action: For Action

December 14



Memorandum

To: Honorable Mayor and Members of the City Council

From: Sharon Johnson, Acting Deputy City Manager
Tasheik Kerr, Management Analyst

Subject: MWEBE/LEP Compliance Tracking

Date: September 18, 2020

Attached please find the monthly Minority Women's Evanston Business Enterprise (MWEBE) and Local Employment Program (LEP) Compliance tracking report which is presented to the MWEBE Committee. This report tracks Bids and RFPs that can potentially have an MWEBE (25% goal) or LEP (15% requirement) component on a monthly basis. The final page also shows waivers that are granted and the rationale for those waivers.

When each of the attached projects goes to the City Council for approval, a MWEBE memo is attached explaining the process and compliance rate for the responses received. The attachment is a conglomeration of these individual memos.

If you have any questions, please contact Sharon Johnson (847-448-8104).

2020 MWEBE Goal Compliant

Dept	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PRCS	1/13/2020	RFP 19-60	PRCS Strategic Plan	\$127,377.00		Berry Dunn McNeil & Parker					
					20.8%	aQity Research & Insights, Inc.			X		\$26,600.00
					32%	Site Design Group	X				\$40,730.00
January Total				\$127,377.00							\$67,330.00
Total to Date				\$127,377.00	53%		1	0	1		\$67,330.00
PWK	2/10/2020	RFP 19-62	Study of Evanston Parking System	\$33,000.00		Wantman Group, Inc.					
					25%	KPFF Consulting Engineers			X		\$8,250.00
PWK	2/24/2020	RFP 19-66	Oakton Street Corridor Improvement Study	\$139,932.81		Christopher B. Burke					
					50%	Christopher B. Burke			X		\$70,222.04
					24%	Tesak Associates			X		\$32,950.00
PWK	2/24/2020		Shoreline Condition Assessment	\$74,500.00		SmithGroup					
					14%	D'Escoto	X				\$10,375.00
						DLZ Inc.	X				\$8,250.00
February Total				\$247,432.81							\$130,047.04
Total to Date				\$374,809.81	53%		3	0	4		\$197,377.04
ED	3/9/2020	Bid 20-02	Great Merchants Grant Program	\$57,069.00		Herrera Landscaping Snow Removal					
						Herrera Landscaping Snow Removal			X		\$0.00
PWK	3/9/2020		Main Street Improvement Projects -Phase II	\$74,500.00		Patrick Engineering Inc.					
					24%	Terra Engineering		X			\$114,857.00
					13%	Kettelkamp & Kettelkamp			X		\$63,560.00

Dept	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWK	3/9/2020	Bid 20-04	HVAC Equipment Replacement the Police/Fire Headquarters, Fire Station #3, Levy Center	\$692,500.00		Great Lakes Heating and Plumbing Company (LEP Eligible - on hold per PM contract negotiations)					
					11%	Air Design Systems		X			\$74,900.00
					3%	LaGrange Crane Service		X			\$21,900.00
PWK	3/9/2020	RFP 20-10	Material Testing Services	\$150,000.00		Interra Inc.					
						Interra Inc.	X				\$0.00
	March Total			\$974,069.00							\$275,217.00
	Total to Date			\$1,348,878.81	35%		4	3	6		\$472,594.04
PWK	4/13/2020	Bid 20-12	2020 CIPP Sewer Rehab	\$497,831.00		Granite Inliner (LEP Eligible)					
					9%	Comprehensive Construction Co	X				\$44,309.45
PWK	4/13/2020	RFP 20-13	Public Canoe Launch Feasibility	\$29,946.00		GZA GeoEnvironmental					
					6%	The Roderick Group	X				\$7,977.00
PWK	4/27/2020	RFP 19-68	Stormwater Master Plan	\$590,832.51		Hey & Associates					
					14%	Green Metro Planning	X				\$84,675.00
					9%	Terra Engineering		X			\$53,130.00
PWK	4/27/2020	Bid 20-06	2020 Water Main Improvement & Street Resurfacing	\$3,053,230.00		Pan-Oceanic Engineering Co (LEP Eligible)					
					62%	Pan-Oceanic Engineering Co	X				\$1,878,124.00
	April Total			\$4,171,839.51							\$2,068,215.45
	Total to Date			\$5,520,718.32	46.0%		8	4	6		\$2,540,809.49

Dept	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWK	5/11/2020	Bid 20-05	Emergency Generators at Police/Fire Stations	\$249,900.00		Courtesy Electric Inc.					
					12%	Wrangler Tech		X			\$30,000.00
					13%	PMJ Enerprises	X				\$33,000.00
PWK	5/11/2020	Bid 20-29	Civic Center Burner Replacement	\$117,777.00		Ideal Heating Company					
					31%	Complete Mechanical	X				\$36,750.00
PWK	5/26/2020	Bid 20-26	2020 Motor Fuel Tax (MFT) Street Resurfacing	\$1,297,700.00		J. A. Johnson (not LEP Eligible state funded)					
					2.1%	Alzate Inc	X				\$27,500.00
					9.2%	Ozinga Ready Mix			X		\$120,000.00
					1%	Maintenance Coatings		X			\$13,358.75
					7.2%	United Enterprise LLC	X				\$93,530.00
					1.3%	Smith Maintenance Co	X				\$17,100.00
PWK	5/26/2020	Bid 20-07	2020 Parking Lot Improvements	\$282,249.95		McGill Construction Company (LEP Eligible)					
					25%	E King Cartage	X				\$71,000.00
	May Total			\$1,947,626.95							\$442,238.75
	Total to Date			\$7,468,345.27	40%		14	6	7		\$2,983,048.24
PWK	6/8/2020	Bid 20-09	Special Assessment Alley Project	\$481,201.50		Schroeder & Schroeder Inc. (LEP Eligible)					
					39%	Galaxy Underground Inc.	X				\$191,359.00
PWK	6/8/2020	RFQ 20-21	Church Street Pedestrian and Bicycle Improv	\$293,650.41		Civiltech Engineering (LEP Eligible)					
					10%	Environmental Design	X				\$28,375.00
					3%	Infrastructure Engineering Inc.	X				\$10,619.00
					9%	GSG Consultants Inc.	X				\$27,176.00

					12%	MUSE Community + Design		X			\$35,135.00
PWK	6/8/2020	No Bid #	Fleetwood Jourdain Gym Floor Replacement	\$593,851.00		Central Rug and Carpet (LEP Eligible)					
					100%	Central Rug and Carpet			X		\$0.00
	June Total			\$1,368,702.91							\$292,664.00
	Total to Date			\$8,837,048.18	37%		18	7	8		\$3,275,712.24
PWK	7/27/2020	Bid 20-38	2020 CDBG Improvements & Waste Transfer Alley	\$1,009,403.36		Capital Cement Company, Inc. (LEP Eligible)					
					2%	Maintenance Coatings		X			\$19,275.00
					8%	Ozinga Ready Mix			X		\$85,000.00
					1%	ALF Cartage Inc		X			\$7,320.63
					6%	L&B Trucking Inc	X				\$64,000.00
					2%	Petromex Inc	X				\$24,000.00
					1%	Smith Maintenance Co	X				\$10,000.00
					1%	Precision Pavement Markings	X				\$12,521.36
	July Total			\$1,009,403.36							\$222,116.99
	Total to Date			\$9,846,451.54	35.5%		22	9	9		\$3,497,829.23
PWK	8/10/2020	Bid 20-37	Water Quality Lab Renovation	\$1,474,990.00		ALL Construction Group (LEP Eligible)					
					20%	ALL Construction Group	X				\$298,000.00
					17%	Air Design Systems		X			\$249,000.00
					9%	Rocha Plumbing Inc	X				\$126,991.00
					2%	Midway Contracting Group		X			\$27,000.00
					1%	MJB Decorating Inc.		X			\$12,870.00
PWK	8/10/2020	Bid 20-36	Evanston Shoreline Improvement	\$746,900.00		Robe Inc. (LEP Eligible)					
					32%	J Ave Development, Inc	X				\$240,000.00
	Aug Total			\$2,221,890.00							\$953,861.00
	Total to Date			\$12,068,341.54	36.8%		25	12	9		\$4,451,690.23

Dept	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWK	9/14/2020	RFQ 20-35	Chicago Avenue Corridor Improvement	\$467,146.44		A. Epstein & Sons International, Inc (LEP Eligible)					
					20%	Christopher B. Burke			X		\$93,429.00
					15%	Tesak Associates			X		\$70,072.00
					8%	GSG Consultants Inc.	X				\$37,372.00
PWK	9/14/2020	Bid 20-41	2020 CIPP Sewer Rehab Contract B	\$371,265.00		Granite Inliner (LEP Eligible)					
					12%	Comprehensive Construction Co		X			\$42,879.00
Sept Total				\$838,411.44							\$243,752.00
Total to Date				\$12,906,752.98	36.3%		26	13	11		\$4,695,442.23

LEP Penalty Fund as of 08.31.2020

See the attached Accounting Dept report - last page for details.

LEP Acct.

Notes: There were a total of five invoices (no LEP penalties) in the amount of \$14,517.29 that impacted the account since July 2020.

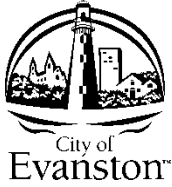
One invoice for \$6,000 from ERW and four invoices from ED Entrepreneurial Fund in the amount of \$8,517.29

Previous LEP Balance was \$78,494 / Current LEP Balance is \$63,975.

2020 MWEBE Goal Waived

Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	1/13/2020	RFP 19-61	\$44,770.00	Backflow Prevention Mgmt Program	Backflow Solutions Inc. (Chicago, IL)	Precludes Subcontracting Opportunities
PWA	1/13/2020	RFP 19-46	N/A	Art Program at RCCC	Open Studio Project (Evanston, IL)	Precludes Subcontracting Opportunities
PWA	1/27/2020	RFP 19-57	\$657,007.00	Multi-Year Janitorial Service	Chi-Town Cleaning (Medinah, IL)	Precludes Subcontracting Opportunities
CMO	3/9/2020	RFP 19-67	\$64,912.50	Municipal Zero Emissions Strategy	Elevate Energy (Chicago, IL)	Precludes Subcontracting Opportunities
PWK	3/9/2020	RFP 19-50	\$163,810.00	Valuation of the Water Works Properties	Burns & McDonnell (Kansas City, MO)	Precludes Subcontracting Opportunities
CMO	3/9/2020	RFP 20-01	\$68,900.00	Armored Car Services	Davis Bancorp (Barrington, IL)	Precludes Subcontracting Opportunities
PWK	5/11/2020	Bid 20-14	\$646,224.62	Dutch Elm Tree Injection	Kinnucan Tree Experts (Lake Bluff, IL)	Precludes Subcontracting Opportunities
PWK	6/8/2020	RFP 20-32	\$160,000.00	Hydraulic Modeling Services	Carollo Engineers (Chicago, IL)	Precludes Subcontracting Opportunities
PWK	7/13/2020	RFP 20-19	\$149,500.00	Parking Garage Structural Assessment	Wiss Janney Elstner Assoc (Northbrook, IL)	Precludes Subcontracting Opportunities
PWK	7/13/2020	RFP 19-65	\$585,000.00	Utility Billing System	True Point Solutions (Loomis, CA)	Precludes Subcontracting Opportunities
PWK	9/14/2020	Bid 20-42	\$190,580.08	Root Treatment	Duke's Root Control (Syracuse, NY)	Precludes Subcontracting Opportunities

		Year to Date	\$2,730,704.20			
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Memorandum

To: Erika Storlie, City Manager

From: Hitesh Desai, CFO/City Treasurer
Kate Lewis-Lakin, Budget Coordinator

Subject: July 2020 Monthly Financial Report

Date: September 18, 2020

Please find attached the unaudited financial statements as of July 31, 2020. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

July 2020	Revenue	Expense	Net	Fund Balance	Cash Balance
100 GENERAL FUND	65,193,096	65,267,095	(73,999)	15,594,735	12,074,431
175 GENERAL ASSISTANCE FUND	748,445	673,784	74,660	437,700	437,700
176 HEALTH AND HUMAN SERVICES	2,058,695	995,337	1,063,358	1,094,116	1,094,116
177 REPARATIONS FUND	11,521	-	11,521	12,856	12,856
180 GOOD NEIGHBOR FUND	1,001,570	511,871	489,699	742,244	742,244
185 LIBRARY FUND	5,071,825	4,211,537	860,288	2,929,931	2,930,295
186 LIBRARY DEBT SERVICE FUND	240,000	128,748	111,252	112,396	112,396
187 LIBRARY CAPITAL IMPROVEMENT FD	-	70,488	(70,488)	1,307,995	1,307,995
200 MOTOR FUEL TAX FUND	3,252,884	1,048,182	2,204,701	4,873,733	4,546,763
205 EMERGENCY TELEPHONE (E911) FUND	942,515	879,307	63,208	1,334,168	950,419
210 SPECIAL SERVICE AREA (SSA) #4	304,545	-	304,545	78,352	78,352
215 CDBG FUND	137,625	484,424	(346,799)	(283,502)	(283,502)
220 CDBG LOAN FUND	26,109	63,594	(37,485)	189,901	189,901
235 NEIGHBORHOOD IMPROVEMENT	308	61	248	172,112	172,112
240 HOME FUND	121,937	121,973	(37)	7,489	7,489
250 AFFORDABLE HOUSING FUND	120,770	121,283	(513)	3,925,089	4,053,591
320 DEBT SERVICE FUND	10,392,447	2,926,535	7,465,912	7,883,343	7,906,367
330 HOWARD-RIDGE TIF FUND	614,540	771,437	(156,897)	1,967,868	1,968,557
335 WEST EVANSTON TIF FUND	863,047	78,760	784,286	1,494,762	1,494,762
340 DEMPSTER-DODGE TIF FUND	161,646	96,759	64,887	172,690	172,690
345 CHICAGO-MAIN TIF	927,721	262,058	665,663	1,352,417	1,352,417
350 SPECIAL SERVICE AREA (SSA) #6	142,514	1	142,513	147,855	147,855
355 SPECIAL SERVICE AREA (SSA) #7	70,785	-	70,785	70,785	70,785
360 SPECIAL SERVICE AREA (SSA) #8	36,638	-	36,638	36,638	36,638
415 CAPITAL IMPROVEMENTS FUND	299,977	4,443,870	(4,143,893)	8,516,352	9,434,886
416 CROWN CONSTRUCTION FUND	1,720,877	5,269,638	(3,548,761)	4,097,390	7,957,642
417 CROWN COMMUNITY CTR MAINTENANCE	102,083	-	102,083	102,083	102,083
420 SPECIAL ASSESSMENT FUND	142,821	278,828	(136,006)	2,791,800	2,788,617
505 PARKING SYSTEM FUND	4,533,012	5,743,972	(1,210,961)	1,165,029	1,320,678
510 WATER FUND	14,999,842	12,281,481	2,718,360	5,787,058	5,863,684
515 SEWER FUND	5,809,782	4,636,357	1,173,425	6,151,397	4,634,990
520 SOLID WASTE FUND	3,191,225	2,957,183	234,042	(305,489)	(918,713)
600 FLEET SERVICES FUND	1,804,370	1,453,814	350,556	466,031	(735,078)
601 EQUIPMENT REPLACEMENT FUND	876,778	1,601,140	(724,362)	180,588	(92,376)
605 INSURANCE FUND	11,646,535	10,908,771	737,764	(10,855,334)	(5,721,411)
Grand Total	137,568,483	128,288,288	9,280,195	63,752,579	66,212,231

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

Included above are ending fund and cash balances as of July 31, 2020. Cash balance represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations. Fund balance includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses. All fund balances are unaudited.

Covid-19

Staff continues to monitor the impact of Covid-19 on the City's finances.

General Fund

The unaudited financial statements show the General Fund as of July 31, 2020 with a fund balance of \$15,594,735 and cash balance of \$12,074,431. The attached financials show year-end General Fund revenues at 54.87% of budget and expenses at 55.69% of budget. These are below target of 58%.

As of July 31, 66.25% of property tax revenue to the General Fund has been received. The second installment of property taxes was received in July. Expenses are below target, as January through July are typically slower months for program spending and overtime. The mild winter weather in these months helped keep costs low.

Staff continues to monitor Police and Fire overtime expenses. Through July, Police had spent 42% of budget for overtime, and Fire had spent 116% of budget. For Police, this is below target of 58%, as January through July tend to be slower months. March also saw the start of the pandemic which reduced overtime. Overtime is higher in Fire Department due to continuing vacancies in the department that require hirebacks to maintain minimum staffing. Overtime is typically higher in the summer months.

Overtime Expenses	2019 Actual	2020 Budget	2020 YTD	% Budget
Police	\$1,485,193	\$1,486,784	\$625,203	42%
Fire	\$1,380,088	\$859,956	\$995,609	116%

Enterprise Funds

Parking fund revenues through July 31, 2020 are at 34.83% of budget and expenses are at 42.99%. The 2019 ending fund balance was \$2,375,989.

Through July 31, 2020, the Water Fund appears low on revenue and expenses. This is because capital projects funded with IEPA loan have been delayed. These projects are budgeted in Other Revenue and expenses in Capital Outlay. The 2019 ending fund balance was \$3,068,697.

The Water Fund revenues reflect payment from the Village of Skokie at the rate of \$0.81 per 1000 gallons against the billed rate of \$2.06 per 1000 gallons. This issue is currently being challenged in the court.

Through July 31, 2020, the Sewer Fund also appears low on expenses due to the delay of capital projects. Majority of work will be performed later in the year on these projects. These projects are primarily funded through IEPA loan financing, budgeted as Other Revenue. The 2019 ending fund balance was \$4,997,971.

Through July 31, 2020, the Solid Waste Fund has a negative fund balance of \$305,489 and a negative cash balance of \$918,713. The fund ended 2019 with a surplus of \$559,718, bringing it to an ending balance of negative \$539,532.

Other Funds

Through July 31, 2020, the SSA #4 Fund is showing a fund balance of \$78,352 and a cash balance of \$78,352.

Through July 31, 2020, the Capital Improvements Fund is showing a fund balance of \$8,516,352 and a cash balance of \$9,434,886. The fund continues to spend down 2019B bond proceeds received in July 2019.

Through July 31, 2020, the Crown Construction fund is showing fund balance of \$4,097,390 and cash balance of \$7,957,642. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown in 2019.

Through July 31, 2020, the Insurance Fund is showing a negative fund balance of \$10,855,334 and a negative cash balance of \$5,721,411. Fund balance is significantly lower than cash balance due to accrued liabilities for pending litigations.

If there are any questions on the attached report, please contact me by phone at (847) 448-8082 or by email: hdesai@cityofevanston.org. Detailed fund summary reports can be found at: <http://www.cityofevanston.org/city-budget/financial-reports/>.

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

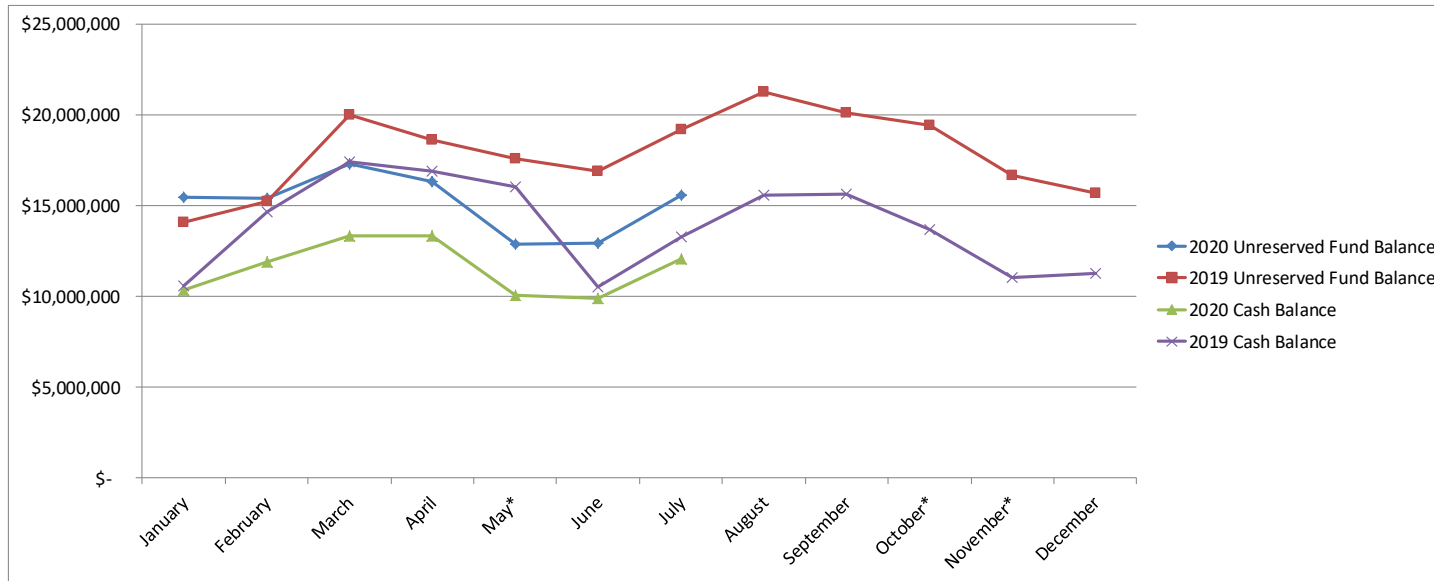
As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the July30, 2020 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

2020 and 2019 Fund and Cash Balance - General Fund

	January	February	March	April	May*	June	July	August	September	October*	November*	December
2020 Unreserved Fund Balance	\$ 15,446,541	\$ 15,394,886	\$ 17,267,642	\$ 16,294,341	\$ 12,877,460	\$ 12,945,740	\$ 15,594,735					
2019 Unreserved Fund Balance	\$ 14,074,270	\$ 15,248,569	\$ 19,960,779	\$ 18,594,617	\$ 17,601,206	\$ 16,913,780	\$ 19,181,628	\$ 21,272,425	\$ 20,103,645	\$ 19,396,425	\$ 16,634,199	\$ 15,668,734
2020 Cash Balance	\$ 10,333,157	\$ 11,915,776	\$ 13,307,450	\$ 13,351,609	\$ 10,053,107	\$ 9,905,828	\$ 12,074,431					
2019 Cash Balance	\$ 10,603,771	\$ 14,634,340	\$ 17,403,563	\$ 16,875,201	\$ 16,013,733	\$ 10,547,544	\$ 13,286,786	\$ 15,561,077	\$ 15,627,196	\$ 13,669,397	\$ 11,039,528	\$ 11,290,625



*In 2020, May and October have 3 paydays. In 2019, May and November had 3 paydays.

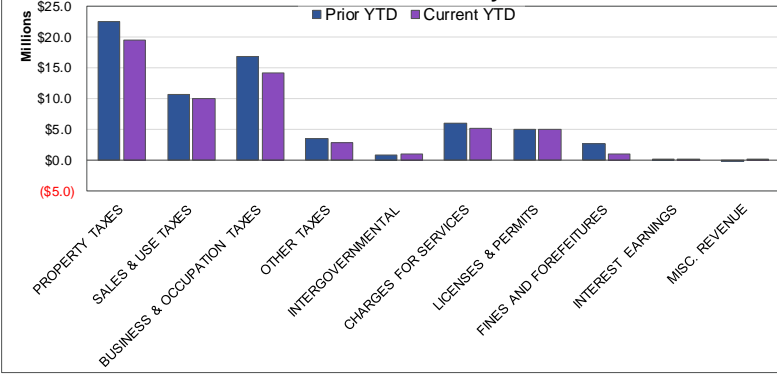
Major Funds Revenue Dashboard Summary

For the Period Ending July 31, 2020

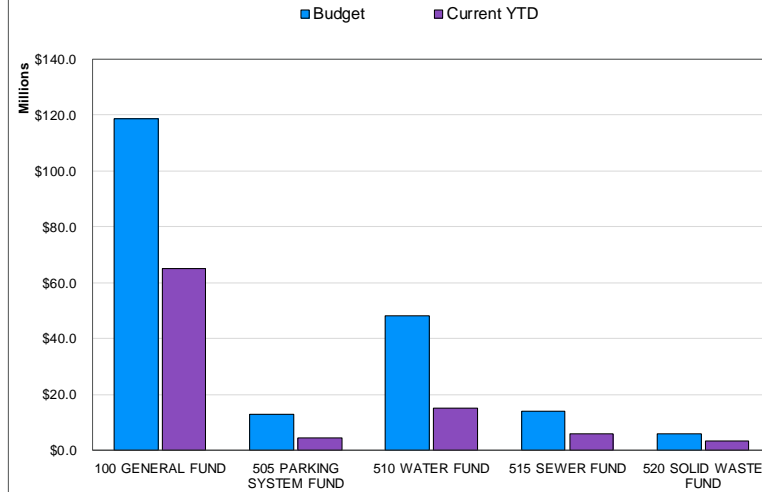
Top 10 GENERAL FUND Sources of Revenue (YTD)

Pension Property Tax	\$12,948,031
Property Taxes	\$6,506,273
Sales Tax - Basic	\$5,181,578
State Income Tax	\$4,956,196
Building Permits	\$3,567,498
Sales Tax - Home Rule	\$3,406,149
Recreation Program Fees	\$3,194,562
Real Estate Transfer Tax	\$1,655,048
Electric Utility Tax	\$1,602,369
Parking Tax	\$1,571,349

General Fund Revenue by Source



Revenues by Fund



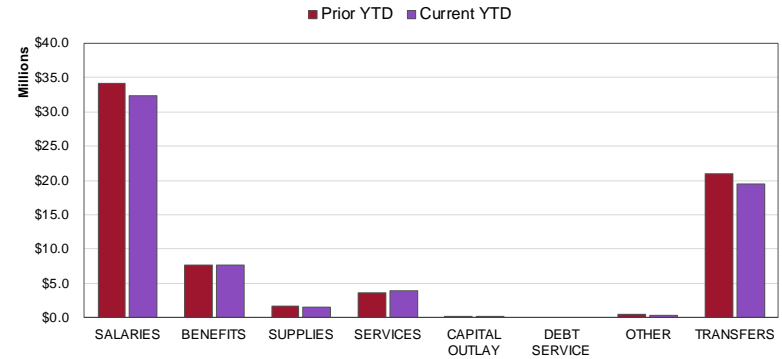
Major Funds Expenditure Dashboard Summary"

For the Period Ending July 31, 2020

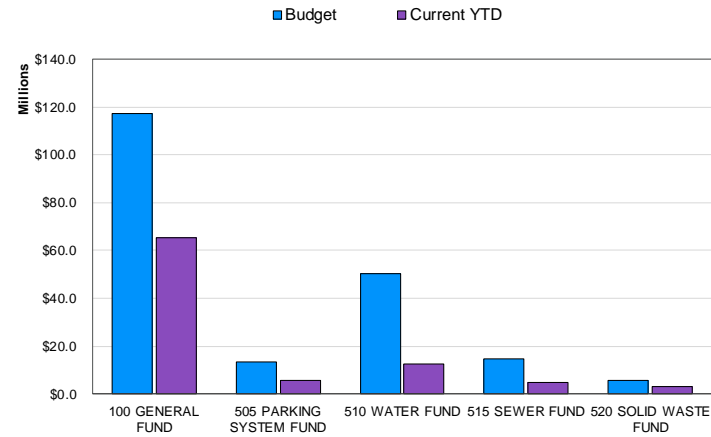
Top 10 GENERAL FUND Expenditures by Department (YTD)

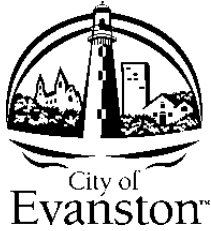
Police	\$23,435,847
Fire Mgmt & Support	\$15,987,481
Public Works Agency	\$6,486,291
City Manager'S Office	\$5,732,075
Parks, Rec. And Community Serv.	\$5,140,396
Administrative Services	\$5,078,377
Community Development	\$1,808,251
Health	\$940,242

General Fund Expenditures by Object



Expenditures by Fund





Memorandum

To: Honorable Mayor and Members of the City Council
From: Scott Mangum, Planning and Zoning Manager
Subject: Weekly Zoning Report
Date: September 16, 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, September 10, 2020 - September 16, 2020

Backlog (business days received until reviewed): 7

Volume (number of cases pending staff review): 16

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1625 Judson Avenue	R1	Building Permit	New stone patio	09/07/20	pending staff review
1	501 Davis Street	D1	Building Permit	Interior build-out of a commercial space	09/08/20	pending additional information from the applicant
1	300 Church Street	R1	Building Permit	Concrete paver parking pad	09/13/20	pending staff review
2	1708 Lake Street	R3	Building Permit	Patio and pergola	04/03/20	non-compliant, pending revisions from the applicant
2	1001 Dodge Avenue	R3	Building Permit	Rear porch	06/05/20	non-compliant, pending revisions from the applicant
2	1735 Asbury Avenue	R1	Zoning Analysis	Remove enclosed porch, basement access, deck and stairs, construct mud room addition, covered stair and deck, coach house to be demolished and rebuilt	08/13/20	pending additional information from the applicant
2	2101 Cleveland Street	R2	Building Permit	Rehab and addition	08/24/20	non-compliant, pending additional information from the applicant
2	1200 Dewey Avenue	R3	Building Permit	Replace detached garage	08/25/20	non-compliant, pending revisions and/or minor variation application from the applicant
2	1016 Florence Avenue	R3	Building Permit	New 18x10.5 paver patio	09/03/20	non-compliant, pending revisions and additional information from the applicant
2	1606 Lake Street	R3	Building Permit	Deck, remove concrete driveway from street, restore curb, install fence panels	09/13/20	pending staff review
3	1212 Judson Avenue	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
3	732 Michigan Avenue	R1	Building Permit	Addition, interior renovation, detached garage	08/06/20	non-compliant, pending minor variation application submittal
3	1141 Judson Avenue	R1	Building Permit	Enlarge paver patio	09/06/20	pending staff review
3	900 Edgemere Court	R1	Zoning Analysis	Mudroom addition, detached garage/coach house alteration	09/10/20	pending staff review
3	1410-1414 Chicago Avenue	R6	Zoning Analysis	Zoning verification letter	09/14/20	pending staff review
3	1229 Hinman Avenue	R1	Building Permit	Replace detached garage, 20x20	09/14/20	pending staff review
4	1011 Ridge Court	R1	Building Permit	Dormers and interior remodel	07/17/20	non-compliant, pending revisions and minor variation application from the applicant
4	1217 Ridge Avenue	R1	Zoning Analysis	Coach house	08/03/20	pending additional information from the applicant
4	718 Main Street	B2/oDM	Zoning Analysis	Mixed-Use Planned Development	08/21/20	pending revisions from the applicant or planned development application
4	1022 Greenwood Street	R1	Building Permit	Addition and renovation to existing garage	09/09/20	pending staff review
4	820 Davis Street	D3	Building Permit	Interior alteration	09/15/20	pending staff review
4	1330 Lake Street	R1	Building Permit	Rebuild detached garage	09/15/20	pending minor variation application

5	2211 Maple Avenue	R5	Building Permit	New 12 unit multi-family residential dwelling	08/11/20	pending DAPR 09/23/20
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	2426 Hartzell Street	R1	Building Permit	Enlarge deck, cover deck with roof	06/24/20	pending additional information from the applicant
6	3321 Colfax Street	R1	Building Permit	Brick patio and walk	06/30/20	pending revisions from the applicant
6	2650 Lincolnwood Avenue	R1	Building Permit	Front porch	08/17/20	pending additional information/revisions from the applicant
6	2221 Forestview Road	R1	Zoning Analysis	Replace 2-car garage with new 2-car garage, replace fence	09/14/20	pending staff review
6	2310 Ewing Avenue	R1	Building Permit	Replace patio	09/15/20	pending staff review
6	2147 Bennett Avenue	R1	Building Permit	Deck at front of residence	09/15/20	pending staff review
7	1013 Colfax Street	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
7	2753 Girard Avenue	R1	Building Permit	Paver patio installation	07/28/20	non-compliant, pending additional information and revisions from the applicant
7	2119 Colfax Street	R1	Zoning Analysis	Replace concrete walk with brick pavers, new patio and paver walk	08/20/20	pending additional information from the applicant
7	2747 Garrison Avenue	R1	Building Permit	Detached garage	09/07/20	pending revisions and additional information from the applicant
7	1322 Isabella Street	R1	Building Permit	Basement remodel	09/08/20	pending revisions and additional information from the applicant
7	2809 Garrison Avenue	R1	Building Permit	Replace detached garage, 13 x 22	09/10/20	pending staff review
7	2653 Stewart Avenue	R1	Building Permit	Enlarge screened porch, new deck, interior remodel	09/15/20	pending staff review
9	1120 Cleveland Street	R2	Building Permit	Paver patio installation	07/24/20	non-compliant, pending revisions from the applicant
9	1208 Monroe Street	R2	Building Permit	Remove existing walk and replace with larger concrete area	08/16/20	pending additional information/revisions from the applicant
9	1708 Keeney Street	R2	Building Permit	Above ground pool	08/17/20	pending additional information/revisions from the applicant
9	1101 South Boulevard	R2	Building Permit	New single-family residence	09/08/20	pending additional information/revisions from the applicant
9	919 Madison Street	R1	Building Permit	Replace 1-car garage with carport	09/13/20	pending staff review

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1621-1631 Chicago Avenue	D4	Planned Development	Planned Development for a 17-story mixed-use building with 215 dwelling units, 3,540 sf ground floor retail, and 85 underground parking spaces	12/31/18	pending PC 09/30/20
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 09/30/20

1	818 Colfax Street	R1	Minor Variation	Side and rear setback to detached garage and roof overhang	06/03/20	pending public notice
1	1900 Sherman Avenue	R6	Planned Development	Planned Development for a 16-story, 168-unit residential age restricted building with 37 below-grade parking spaces (Jane Perlman Apartments)	06/16/20	pending PC 10/14/20
2	900 Clark Street	RP	Special Use	Special use for kennel	08/04/20	pending P&D 10/12/20, CC
2	1235 Dodge Avenue	C1	Special Use	Special use for a convenience store	09/03/20	pending DAPR, 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
4	916 Lee Street	R1	Fence Variation	5-foot tall fence in front yard	08/21/20	determination after 09/10/20
4	1330 Lake Street	R1	Minor Variation	Detached accessory structure (garage) located in east interior side yard, east interior side yard setback, roof overhang setback to east and south property lines, separation between detached accessory structure (garage) and principal structure (single-family residence)	09/02/20	determination after 09/22/20
4	800 Greenwood Street	C2	Special Use	Special use for Banquet Hall	09/08/20	pending DAPR, ZBA
6	2909 Colfax Street	R1	Major Variation	New alley accessible garage and use of driveway off Colfax Street for open off-street parking	07/10/20	pending DAPR, ZBA
6	2715 Hurd Avenue	R1	Planned Development	Demolish existing structure (church), construct new 2-story 21,314 square foot building for a Daycare Center-Children	09/09/20	pending staff review, DAPR, PC
7	2404 Ridge Avenue	R1	Plat of Subdivision	Subdivide zoning lot into 2 lots	06/26/20	pending P&D 09/29/20
7	1800 Central Street	B1a/oCS	Major Variation	Rear yard setback, zero setback between 1st and 2nd floors, and no parking spaces for 2nd floor addition for a 2-bedroom dwelling unit	07/10/20	pending P&D 10/12/20, CC
7	2404 Ridge Avenue	R1	Minor Variation	Zero foot north interior side setback at deck where 3' is required	08/18/20	determination after 10/02/20
8	2222 Oakton Street	I2	Special Use	Special use for commercial indoor recreation establishment (First Ascent - wall/rock climbing)	04/03/20	pending DAPR, ZBA
8	1701 Howard Street	C1	Special Use	Special use for cannabis transporter/infuser	05/22/20	pending CC 09/29/20



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: September 18, 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.

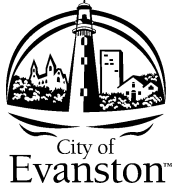
Please contact me at 847-448-8030 or ggerdes@cityofevanston.org if you have any questions or need additional information.

Inspector Weekly Update

Cases Received, September 18, 2020

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
4	1801 Main Street (Robert Crown)	Recreation Facility	Project is substantially complete. Minor punch list items continue. Project will be removed from weekly report.	9/17/2020
2	1815 Ridge Avenue	Senior Living Facility	Concrete work continues on level five of the building. Site and streets are in good order. Site is being maintained	9/17/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Three levels of the precast building are up, last level is underway. Construction fence and streets around site are in good order. Site is being maintained.	9/17/2020
4	1555 Ridge	Multi-Family Building	Perimeter sheet piling has been installed. Vibration complaints were sent to the contractor. Site is being maintained.	9/17/2020



Memorandum

To: Erika Storlie, City Manager

From: Darrell A. King, Water Production Bureau Chief

CC: David D. Stoneback, Public Works Agency Director

Subject: Police Department Office at the Water Treatment Plant

Date: September 16, 2020

Background:

Drinking water systems must conduct a Risk and Resiliency Assessment (RRA) and Emergency Response Plan (ERP) as required by the America's Water Infrastructure Act (S. 3021; Public Law 115-270, enacted October 23, 2018).

The RRA requires community water systems to complete an expanded "risk and resiliency assessment" that considers physical risks posed by malicious actors and natural disasters, as well as risks from cyber threats. The assessments must consider possible impacts to treatment and distribution infrastructure, as well as intakes and source water. Systems are also required to assess their computer and automated systems, chemical use and storage, operations and maintenance, monitoring practices, and financial infrastructure.

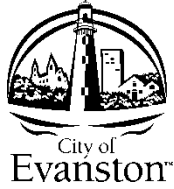
Summary:

Staff made a recommendation to award a contract to AECOM to complete the RRA & ERP and City Council approved this recommendation on February 25, 2019. For security purposes, the reports provided by AECOM are confidential and cannot be shared in their entirety. However, one of the recommendations in the RRA report was to improve collaboration with the Police Department.

As a result of this recommendation, Water Production Bureau staff reached out to Police Chief Demitrous Cook regarding the possibility of having a police presence at the water plant. After a few conversations and a site visit by Chief Cook and Deputy Chief James Pickett it was determined and agreed that the best course of action would be to establish a Police Department office at the water plant. Office space was identified that would be suitable for the Police Department's workflow. Water plant and IT staff implemented the requested arrangements and the Police Department officially took

possession of the office space on August 17, 2020. Currently officers Enjoli Daley and William Arzuaga are assigned to the water plant Police Department office.

This collaboration/partnership with the Police Department enhances water plant security and public perception of the same. Water Production Bureau staff would like to thank Chief Cook and his staff for their vision and approval of this endeavor.



Memorandum

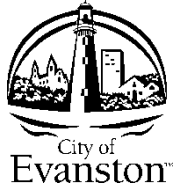
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: September 18, 2020

Ward	Property Address	Business Name	Date Received	Current Status
3	1309 Chicago Ave	Noir d'Ebene Chocolat et Patisserie	9/10/2020	Licensed Application Received - Pending Review
2	1813 Dempster St	Zentli	8/27/2020	Pending Permit Application
2	1168 Dodge Ave	Rosati's Pizza	8/5/2020	Building Permit Issued – Pending Inspections
1	1607 Chicago Ave	Bobba Tea Shop	5/6/2020	Pending Permit Issuance & Inspections
2	1906 Main St	4 Suns Fresh Juice	04/15/2020	Building Permit Issued – Pending Inspections
4	1012-14 Davis St	Guidepost Day Care Center	04/08/2020	Building Permit Issued – Pending Inspections
7	2311 Campus Dr	The Protein Bar@NU	03/09/2020	On Hold
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 Issued – Pending Inspections
2	2434 Main St	Wingstop Restaurant	1/21/2020	Licensed Issued
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



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: September 18, 2020

There are no pending liquor license applications to report for this week.

Please contact me at (847) 448-8097 or bgeorge@cityofevanston.org if you have any questions or need additional information.



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING SEPTEMBER 18, 2020

#StayHomeSaveLives #AllInIllinois #ItOnlyWorksIfYouWearIt

NWMC Here to Help Update

On Monday, Cook County President Toni Preckwinkle held a videoconference to discuss the status of CARES Act funding and to encourage all municipalities to apply. Here are the highlights:

- There are two weeks left to submit the Notice of Intent to apply for CARES Act funding. The deadline is Wednesday, September 30. Remember, to be eligible for reimbursement, an expense must have been incurred between March 1, 2020 and December 30, 2020
- The application deadline is Friday, October 30
- County staff and consultant Guidehouse are available to assist municipalities with the process
- To date, 71 of the 134 municipalities in Cook County have applied for funding, with *Elk Grove Village*, *Oak Lawn* and *Schaumburg* already receiving reimbursement
- *Evanston Mayor Steve Hagerty* asked, and county staff clarified, that all public safety payroll costs are eligible for reimbursement
- If any of the funding available for municipalities goes unclaimed, county staff verified that unallocated funds will be obligated to municipalities
- To that end, it was recommended that municipalities prepare documentation of costs above their allocations and add any planned expenses for the remainder of the year in case the opportunity arises to apply for additional funding

For additional information on COVID-19 responses and the status of CARES/CURE Act funding in the counties served by the NWMC, please visit:

- Cook County: <https://www.cookcountyil.gov/service/information-covid-19>
- DuPage County: <https://covid19-dupage.hub.arcgis.com/>
- Kane County: <https://www.countyofkane.org/Pages/CRF.aspx>
- Lake County: <https://www.lakecountyil.gov/4377/Coronavirus-Disease-2019-COVID-19>
- McHenry County: <https://www.mchenrycountyil.gov/county-government/departments-a-i/health-department/covid-19-novel-coronavirus>

Earlier this month, the Illinois Emergency Management Agency (IEMA) announced a series of webinars for local governments interested in applying for the Federal Emergency Management Agency's (FEMA) program assistance for COVID-19 related expenses. IEMA has contracted with Innovative Emergency Management (IEM) to provide free assistance for local governments in navigating the FEMA application process.

The final two webinars will be held as follows (please click on the links below to register):

- [Tuesday, September 22, 2020 10:00 a.m.](#)
- [Tuesday, September 29, 2020 10:00 a.m.](#)

The IEM contact for municipalities in Cook, DuPage and Lake Counties is Jorge Solis, Jorge.Solis@iem.com or

915-588-9222. The IEM contacts for municipalities in Kane and McHenry counties are Sigrid Carrero-Perez, Sigrid.Carrero-Perez@iem.com or 910-778-3889 and Steve Christopher, Steve.Christopher@iem.com or 919-710-5175.

As always, staff will continue to work with our local government partners as well as monitor federal, state and local COVID-19 news, conference calls/press conferences and share pertinent information as it becomes available. Please do not hesitate to use NWMC staff as a resource and please contact us at any time. Stay well and we stand ready to help in any way we can! *Staff contacts: Mark Fowler, Larry Bury*

PPE Supplies Update

As the COVID-19 pandemic continues, global demand for Personal Protective Equipment (PPE) continues to far outweigh available supplies. Numerous reports of counterfeit products continue to make headlines, the latest of which happened at O'Hare Airport last week, <https://www.nbcchicago.com/news/local/cbp-officers-seize-counterfeit-n-95-masks-valued-at-more-than-3-million-in-chicago/2338777/>. Even industry leader 3M, the world's largest maker of N95 respirator masks, cannot keep up with demand despite producing 95 million masks per month. According to 3M CEO Mike Roman, "Even today, the demand for N95s is greater than not only our production capacity, but the entire industry." More of his interview can be found by visiting <https://www.cnn.com/2020/09/16/success/3m-ceo-n95-masks-boss-files/index.html>.

Staff continues to monitor the market and has worked with Suburban Purchasing Cooperative (SPC) Janitorial and Office Supplies program vendor Warehouse Direct (Contract #189) over the past few weeks to promote their expanded lineup of PPE. Even so, Warehouse Direct notified staff this week that they do not have a reliable source for N95 masks at this time. Warehouse Direct does have supplies of KN95 masks, which are FDA and CDC approved as well as a number of other PPE and social distancing products.

Please visit <https://www.nwmc-cog.org/SPC-Documents/COVID-Workplace-Solutions.aspx> to view Warehouse Direct's PPE product availability. For questions or additional information, please contact staff or Warehouse Direct Account Representatives Spencer Touchie, 847-631-7188 (office), 708-473-2907 (cell) or stouchie@warehousedirect.com or Rick Schackle, 847-631-7428 or rschackle@warehousedirect.com. *Staff contact: Ellen Dayan*

Legislative Committee Kicks Off 2020 NWMC Legislative Program Development

The NWMC Legislative Committee met Wednesday via teleconference and under the leadership of new Co-Chairs, *NWMC Vice-President and Northfield Village President Joan Frazier* and *Highland Park Mayor Nancy Rotering*. The committee reviewed member submissions for inclusion in the 2021 NWMC Legislative Program. The proposals will be discussed over the coming months, with the final program to be issued in January.

The committee discussed issues that may be considered by the General Assembly during the upcoming veto session, scheduled for November 17-19 and December 1-3. Members also discussed the status of federal assistance to local governments in the ongoing battle against the COVID-19 pandemic and an initiative to enhance engagement opportunities with NWMC area legislators in the pandemic era. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Transportation Committee Receives FFY 2021-2025 STP-L Program Update

The NWMC Transportation Committee met virtually on Thursday, led by new committee Co-Chair and *Schaumburg Mayor Tom Dailly*. Staff gave a presentation on the [North Shore](#) and [Northwest](#) Councils of Mayors FFY 2021-2025 local surface transportation programs, including project selection processes, program development and implementation steps. State and regional transportation agency partners also updated members of the committee on various initiatives and projects impacting the region. *Staff contacts: Kendra Johnson, Matt Pasquini*

SPC Extends Ford F-550 XL Chassis Cab Contract

The Suburban Purchasing Cooperative (SPC) Governing Board has awarded the second of three possible, one-year contract extensions on the 2021 Ford F-550 XL Chassis Cab plus Option Packages and Other Options (Contract #182) to Sutton Auto Group. The contract extension contains a \$604.00 price increase on the base model, from \$31,646.00 to \$32,247.00. The contract extension is effective through July 17, 2021. For questions

or additional information, please contact staff or Sutton Ford Fleet Manager Kyle Mohrbach, kmohrbach@suttonford.com or 708-720-8013. *Staff contact: Ellen Dayan*

Fall NWMC Auction Around the Corner

The fall NWMC Surplus Vehicle and Equipment Auction, the final auction of 2020, will be held on Tuesday, October 20, 2:00 p.m. at America's Auto Auction, 14001 S. Karlov Avenue in Crestwood. Thank you to *Evanston, Glenview, Lincolnshire, Lincolnwood, Skokie* and Wheaton for committing to participate.

There is plenty of time to inventory vehicles and equipment for disposal in the NWMC auction, where a portion of the proceeds help support the operations of the organization. If you can't make the October event, 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, berry.ellis@americasautoauction.com or 312-371-5993. *Staff contact: Ellen Dayan*

CMAP Report Outlines Risks of Census Undercount

The Chicago Metropolitan Agency for Planning (CMAP) recently issued a [report](#) noting that “fewer people in northeastern Illinois are filling out the census, putting the region at risk of a costly undercount.” The report notes that this is especially true in communities of color. Here are some key points from the report:

- Communities of color are filling out the Census at much lower rates than communities with mostly white residents. Compared to the last Census, some communities have self-response rates more than 20 percentage points below rates from 2010.
- Hispanic communities (in both Chicago and the suburbs) have the biggest drops in participation since 2010, with average declines of more than seven percentage points.
- Examining just one program for federal funding, the CARES Act relief, if the state's 2019 population estimate had been 5 percent less — and the population of other states stayed the same — Illinois would have lost \$235.5 million in COVID-19 relief funding. Assuming other factors held constant, under the same scenario of a 5 percent lower count, the state would have lost \$371 for every uncounted person in CARES relief funding.

To help improve census responses, CMAP has developed a toolkit, the Word version of which can be downloaded from the report. The toolkit contains social media messages, newsletter articles, sample email messages and email signature messages. Although efforts are underway to extend the census reporting timeframe, the current deadline is September 30. *Staff contact: Mark Fowler*

Metra Launches “My Metra” Campaign to Encourage Ridership

This week, Metra launched a new communications strategy to highlight the agency's recent efforts in ensuring safe rides on their services through the COVID-19 pandemic. The goal of the campaign is to remind the public of the important role that Metra plays in living and working in the Chicagoland region through a variety of media. It also outlines key steps Metra will continue to take to keep riders safe while serving the region's transportation needs. For more information, please see [Metra's press release](#), which includes fact sheets on the [My Metra campaign](#) as well as [Metra's cleaning procedures](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

Meetings and Events

NWMC Health Directors Committee will meet on Monday September 21 at 2:00 p.m. via videoconference.

NWMC Bicycle and Pedestrian Committee will meet on Tuesday, September 22 at 10:30 a.m. via videoconference.

NWMC Executive Board will meet on Wednesday October 7 at 8:30 a.m. via videoconference.

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