

# Memorandum

To: Mayor Hagerty and Members of the City Council  
From: Erika Storlie, City Manager  
Subject: Weekly City Manager's Update  
Date: November 20, 2020

## **STAFF REPORTS BY DEPARTMENT**



Weekly Report for November 12, 2020 – November 18, 2020  
*\*There will be no 311 report this week*

**City Manager's Office**  
City Council Agenda Schedule

**Community Development**  
Weekly Zoning Report  
Weekly Inspection Report

**Health Department**  
Weekly Food Establishment Application Report

**Law Department**  
Weekly Liquor License Application Report

**Legislative Reading**  
NWMC Weekly Briefing

**PUBLIC NOTICES, AGENDAS & MINUTES**

**Monday, November 23, 2020**

Administration and Public Works Committee

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

Planning & Development Committee – CANCELED

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

City Council

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

**Wednesday, November 26, 2020**

Design and Project Review Committee - CANCELED

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

# 2020 Council Agenda Items

Printed from Asana

## November 23

**klewislakin:** Ordinance 118-O-20 SSA #9 Tax Levy

Department: CMO  
Council Action: SPB  
Action: For Action  
Council or Committee: CC  
iCompass Status: Approved  
Notes: Moved from Nov. 9  
Notes: Moved from Nov. 9

**klewislakin:** Ordinance 117-O-20 SSA #8 Tax Levy

Department: CMO  
Council Action: SPB  
Action: For Action  
Council or Committee: CC  
iCompass Status: Approved  
Notes: Moved from Nov. 9

**klewislakin:** Ordinance 116-O-20 SSA #7 Tax Levy

Department: CMO  
Council Action: SPB  
Action: For Action  
Council or Committee: CC  
iCompass Status: Approved  
Notes: Moved from Nov. 9

**klewislakin:** Ordinance 115-O-20 SSA #6 Tax Levy

Department: CMO  
Council Action: SPB  
Action: For Action  
Council or Committee: CC  
iCompass Status: Approved  
Notes: Moved from Nov. 9  
Notes: Moved from Nov. 9

**klewislakin:** Ordinance 114-O-20 Library Tax Levy

Department: CMO  
Council Action: SPB  
Action: For Action  
Council or Committee: CC  
iCompass Status: Approved

Notes: Moved from Nov. 9

**klewislakin:** Ordinance 113-O-20 General Assistance Tax Levy

Department: CMO  
Council Action: SPB  
Action: For Action  
Council or Committee: CC  
iCompass Status: Approved  
Notes: Moved from Nov. 9  
Notes: Moved from Nov. 9

**klewislakin:** Ordinance 112-O-20 Corporate Tax Levy

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved  
Notes: Moved from Nov. 9  
Notes: Moved from Nov. 9

**Paul Zalmezak:** Ordinance 120-O-20, Amending Title 3, Chapter 27, Section 6, "License Registration Fees" of the Evanston City Code

Council or Committee: CC  
Action: For Action  
iCompass Status: Approved

**Paul Zalmezak:** Ordinance 119-O-20, Amending Portions of Title 4, Chapter 10, "Sign Regulations" of the Evanston City Code

iCompass Status: Pending Approval  
Action: For Action  
Council or Committee: CC

**Paul Zalmezak:** Extending payment deferrals on Economic Development loans and leases for up to six months

Department: CMO  
Council Action: SPB  
Council or Committee: CC  
Action: For Action  
iCompass Status: Approved

**Sarah Flax:** Approval of CDBG-CV Funding to Address Food Insecurity

Department: Community Dev  
Action: For Action  
Council or Committee: CC  
Council Action: SPB  
iCompass Status: Pending Approval

**klewislakin:** Ordinance 110-O-20, Approving the 2021 Fiscal Year Budget of the City of Evanston

Department: CMO  
Council Action: Ord

Council or Committee: CC

Action: For Action

Notes: moved form nov. 9 meeting

Notes: Moved form Nov.9 Meeting

iCompass Status: Approved

**David Stoneback:** Ordinance 111-O-20 for Solid Waste Charge increases

Department: Public Works

Council Action: Ord

Council or Committee: APW

Action: For Action

iCompass Status: Approved

Notes: Moved from Nov. 9

Notes: Moved from Nov. 9

**Kumar Jensen:** Resolution XX-R-20 Indicative Pricing for Electric Energy Supply

Department: CMO

Council Action: Bus

Council or Committee: APW

Action: For Action

iCompass Status: Pending Approval

**Luke Stowe:** Purchase of fleet for FY21

Department: Admin Serv

Council Action: Bus

Council or Committee: APW

iCompass Status: Approved

Action: For Action

**Hitesh Desai:** Payroll, Bills, and Credit Card

Council or Committee: APW

Department: CMO

Council Action: Bus

Action: For Action

iCompass Status: Not Entered in System

**Ike Ogbo:** The Handyman Contract Renewal

Department: Health

Council or Committee: APW

iCompass Status: Not Entered in System

**Ike Ogbo:** Career Pathways for Youth Employment Through YJC Contract Renewal

Council or Committee: APW

Department: Health

iCompass Status: Not Entered in System

**Ike Ogbo:** Amita Health (Presence) Behavioral Health Contract Renewal

Department: Health  
Council or Committee: APW  
iCompass Status: Not Entered in System

**David Stoneback:** Time extension Change Order for art work at RCCC

Department: Public Works  
Council Action: Bus  
Council or Committee: APW  
Action: For Action  
iCompass Status: Approved

**Hitesh Desai:** Ordinance 107-O-20, Amending City Code Section 10-8-3 to Revise Wheel Tax Late Fees

Department: CMO  
Council Action: Ord  
Council or Committee: APW  
Action: For Action  
Notes: moved from Nov. 9  
Notes: moved from Nov. 9  
iCompass Status: Approved

**Luke Stowe:** Resolution 113-R-20, Passport Amendment - allowing third party use (Google, etc)

Department: Admin Serv  
Council Action: Res  
Council or Committee: APW  
Action: For Action  
iCompass Status: Approved

**Kelley Gandurski:** Ordinance 99-O-20 - Update Code language (PRCS to Parks & Rec, and renaming "servant")

Department: Law  
Council Action: Ord  
Council or Committee: APW  
Action: For Action  
Notes: Moved from Nov.9 Meeting  
Notes: Moved from Nov. 9  
iCompass Status: Approved

**Johanna Nyden:** Ordinance , Amending Permit Fee Schedule to add a Recording Fee

Department: Community Dev  
Council Action: Ord  
Council or Committee: PD  
Action: For Action  
iCompass Status: Approved  
Notes: Moved from Nov. 9  
Notes: Moved from Nov. 9

**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  
iCompass Status: Approved  
Notes: Moved from Nov. 9  
Notes: Moved from Nov. 9

**Johanna Nyden:** Ordinance, 1900 Sherman Ave - Map Amendment and Planned Development for 16-story multi-family residential building

Department: Community Dev  
Council Action: Ord  
Council or Committee: PD  
Action: For Action  
iCompass Status: Approved  
Notes: Moved from Nov. 9; check to make sure its the updated version

**Kumar Jensen:** Ordinance 78-O-20 Amending Title 7, Chapter 10 "City Parks" to add Designation of Public Parks and Natural Areas

Department: CMO  
Action: For Introduction  
Council or Committee: PD  
Council Action: Ord  
Notes: Memo is incomplete  
iCompass Status: Pending Approval

**Johanna Nyden:** Ordinance 121-O-20, 800 Greenwood St - Special Use for a Banquet Hall in the C2 District

Department: Community Dev  
Council Action: Ord  
Council or Committee: PD  
Action: For Introduction  
iCompass Status: Pending Approval

**Kimberly Richardson:** Ordinance 103-O-20, Setting Compensation for Members of the Evanston City Council

Department: CMO  
Council Action: Ord  
Council or Committee: Rules  
Action: For Action  
Notes: Moved from the 9 Meeting  
Notes: Moved from Nov. 9  
iCompass Status: Approved

**Kelley Gandurski:** Banning Outdoor Games Involving the Consumption of Alcohol that Can Be Viewed From A Public Way or Adjacent Property

Department: Law  
Council Action: Disc  
Council or Committee: HS  
Action: For Discussion  
iCompass Status: Approved

**Tammi Nunez:** 2020-2021 Snow Tow Program

Department: CMO  
iCompass Status: Not Entered in System

 **Hitesh Desai: Insurance Renewals**

Action: For Intro and Action  
iCompass Status: Not Entered in System

 **Kimberly Richardson: Appointments (Julie Johnson)**

iCompass Status: Not Entered in System

 Minutes nov. 9

## December 14

 **Lawrence C. Hemingway: "Open Studio Contract"**

Department: Parks & Rec  
Council or Committee: APW

 **Luke Stowe: Elmwood Parking - change to EV-1 District**

Department: Admin Serv  
Council Action: Ord  
Council or Committee: APW  
Action: For Introduction  
iCompass Status: Not Entered in System

 **David Stoneback: Trash Cart Requirements for 2 & 3 Flats**

Department: Public Works  
Council Action: Disc  
Council or Committee: APW  
Action: For Discussion

 **Lawrence C. Hemingway: Resolution xx-R-20 Noyes Tenant Leases Renewal**

Department: Parks & Rec  
Council Action: Res  
Council or Committee: APW  
Action: For Action

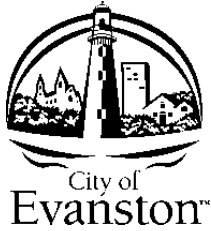
 **Kimberly Richardson: Phoenix Security Renewal Agreement**

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

 **Luke Stowe: Parking Meters - Mobile Pay Parking**

Department: Admin Serv





## Memorandum

To: Honorable Mayor and Members of the City Council  
From: Scott Mangum, Planning and Zoning Manager  
Subject: Weekly Zoning Report  
Date: November 18, 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, November 12, 2020 - November 18, 2020**

**Backlog (business days received until reviewed): 9**

**Volume (number of cases pending staff review): 13**

**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	2235 Sherman Avenue	R1	Building Permit	Post fire renovation/restoration for detached garage and back door	10/15/20	non-compliant, pending revisions from the applicant
1	2135 Sherman Avenue	R4a	Building Permit	Detached garage, 24x24	10/21/20	pending additional information from the applicant
2	1708 Lake Street	R3	Building Permit	Patio and pergola	04/03/20	non-compliant, pending revisions 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	1209 Dewey Avenue	R3	Zoning Analysis	New 2-unit dwelling on new lot, zoning lot split into 2 lots	09/21/20	pending additional information from the applicant
2	1809 Crain Street	R3	Building Permit	2nd-story addition, interior remodel	09/27/20	non-compliant, pending minor variation application
2	1126 Pitner Avenue	R3	Building Permit	3-car detached garage	10/20/20	pending additional information from the applicant
3	1212 Judson Avenue	R1	Building Permit	Roof mounted solar panels	04/03/20	pending additional information from the applicant
3	1217 Forest Avenue	R1	Building Permit	Replace driveway	10/25/20	pending additional information/revisions from the applicant
3	835 Michigan Avenue	R5	Building Permit	3-season porch	11/05/20	pending staff review
3	1206 Hinman Avenue	R1	Zoning Analysis	Reconstruct and enlarge existing porch	11/05/20	pending staff review
3	324 Hamilton Street	R1	Zoning Analysis	Remove patio and portion of asphalt driveway, replace with new brick paver driveway and patio	11/11/20	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	902 Asbury Avenue	R3	Building Permit	Renovate front and rear deck/porch	09/27/20	pending additional information from the applicant
4	1212 Sherman Avenue	R3	Building Permit	Coach house	10/06/20	non-compliant, pending revisions from the applicant
4	1220 Crain Street	R1	Building Permit	Addition to garage	11/08/20	pending additional information from the applicant
4	934 Elmwood Avenue	R3	Zoning Analysis	Remove rear patio and portion of walk, replace with new paver brick patio	11/12/20	pending staff review
4	1239 Asbury Avenue	R1	Building Permit	Interior and exterior renovation and detached garage	11/15/20	pending staff review
5	2020 Ridge Avenue	C2	Building Permit	Interior remodel, exterior stairs and generators	09/28/20	pending additional information from the applicant
5	1928 Foster Street	R5	Building Permit	Carport	10/25/20	non-compliant, pending revisions from the applicant

5	1929 Wesley Avenue	R5	Building Permit	1-story addition	10/31/20	pending additional information/revisions from the applicant
5	1102 Foster Street	R4a	Building Permit	Patio and pergola	11/01/20	non-compliant, pending revisions
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	2831 Hartzell Avenue	R1	Building Permit	New single-family residence	09/20/20	pending revisions from the applicant
6	2501 Greeley Avenue	R1	Zoning Analysis	Front porch, 8x22	10/12/20	pending additional information from the applicant
6	2634 Lawndale Avenue	R1	Building Permit	Addition and remodel garage	10/25/20	non-compliant, pending minor variation application submittal
6	3044 Grant Street	R1	Building Permit	In ground pool, deck and patio	10/25/20	pending additional information/revisions from the applicant
6	3520 Hillside Road	R2	Building Permit	Front and back walks, patio	10/31/20	pending additional information from the applicant
6	2727 Payne Street	R1	Building Permit	2-story addition	10/31/20	pending additional information from the applicant
6	3501 Hillside Road	R2	Building Permit	Install steppers and patio	11/01/20	pending additional information from the applicant
6	2659 Lincolnwood Drive	R1	Building Permit	1-story addition to detached garage	11/09/20	non-compliant, pending minor variation from the applicant
6	2922 Central Street	B1a/oCS	Building Permit	Replace storefront, door and vestibule	11/17/20	<b>pending staff review/DAPR</b>
6	2735 Colfax Street	R1	Building Permit	Roof mounted solar panels	11/17/20	pending staff review
6	3607 Hillside Road	R2	Building Permit	Interior renovation and additions	11/18/20	pending staff review
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	1322 Isabella Street	R1	Building Permit	Basement remodel	09/08/20	pending revisions and additional information from the applicant
7	2648 Sheridan Road	R1	Building Permit	Addition	10/13/20	non-compliant, pending major variation application
7	2808 Garrison Avenue	R1	Building Permit	Deck repair, add pergola	11/15/20	pending staff review
7	810 Ridge Terrace	R1	Zoning Analysis	New screen porch	11/18/20	pending staff review
8	342 Dewey Avenue	R1	Building Permit	Roof mounted solar panels	10/08/20	pending additional information from the applicant

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	2114 Warren Street	R2	Building Permit	2-story addition	10/26/20	pending additional information/revisions from the applicant
9	2013 Oakton Street	R2	Building Permit	Patio	11/09/20	pending staff review
9	726 Madison Street	R2	Building Permit	New detached garage/workshop	11/16/20	pending staff review
9	822 South Boulevard	R1	Building Permit	New detached garage	11/18/20	pending staff review

### Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
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	<b>pending CC 11/23/20</b>
2	1235 Dodge Avenue	C1	Special Use	Special use for a convenience store	09/03/20	<b>pending P&amp;D &amp; CC 12/14/20</b>
2	1216 Darrow Avenue	R3	Minor Variation	Front and interior side yard setback to addition and side interior yard setback to open porch	11/09/20	determination after 12/07/20
2	1809 Crain Street	R3	Minor Variation	Interior side yard setback at 2nd story addition	11/11/20	determination after 12/07/20
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>
4	800 Greenwood Street	C2	Special Use	Special use for Banquet Hall	09/08/20	<b>pending P&amp;D 12/14/20, CC</b>
4	718 Main Street	B2/oDM	Planned Development	Planned Development for a 5-story mixed-use building with 120 dwelling units, 3,779 sq ft of commercial retail space, and 47 enclosed parking spaces	10/04/20	<b>pending PC 12/09/20</b>
4	1330 Lake Street	R1	Fence Variation	Front and street side yard setbacks for a fence	10/13/20	pending additional information from the applicant
4	429 Greenwood Street	R1	Fence Variation	Front yard fence	10/26/20	determination after 11/16/20
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	<b>pending PC January 2021</b>
6	2518 Thayer Street	R1	Minor Variation	Building lot coverage for a screened-in rear porch	10/01/20	pending additional information from the applicant
6	2659 Lincolnwood Drive	R1	Minor Variation	Building lot coverage for addition (ADU) to detached garage	10/27/20	determination after 11/16/20
7	2823 Sheridan Road	R1	Fence Variation	Fence located in front yard	10/20/20	determination after 11/12/20
7	2648 Sheridan Road	R1	Major Variation	Circular driveway	11/17/20	<b>pending DAPR 12/02/20, ZBA 12/15/20</b>



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: November 20, 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.

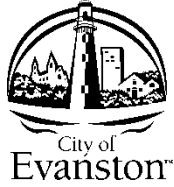
# Inspector Weekly Update

Cases Received, November 20, 2020

## Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1815 Ridge Avenue	Senior Living Facility	Fencing, site and streets are in good order. Building is topped off and exterior envelope is being closed and made ready for windows.	11/19/2020
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Fences and sidewalks are in good condition. Building exterior is enclosed and the first layer of asphalt has been installed in the parking lot.	11/19/2020
4	1555 Ridge	Multi-Family Building	Site and fence are in good order. North and west ground level exterior walls are bricked. Stairwells and elevator shaft are completed.	11/19/2020
8	1011 Howard (Evergreen Senior Housing)	Senior Living Facility	Sewer disconnections required for the demolition of the existing building at 999 Howard have started and should be completed on Saturday. Retention work on the north side of the property is being completed. Site is being maintained.	11/19/2020

000000000000



# Memorandum

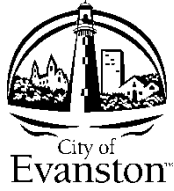
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: November 20, 2020

Ward	Property Address	Business Name	Date Received	Current Status
7	2120 Central St	Vinissimo	9/23/2020	Building Permit Issued – Pending Inspections
3	1309 Chicago Ave	Noir d'Ebene Chocolat et Patisserie	9/10/2020	License Issued
2	1813 Dempster St	Zentli	8/27/2020	Building Permit Issued – Pending Inspections
1	1607 Chicago Ave	Bobba Tea Shop	5/6/2020	Permit Approved – Pending Issuance
2	1906 Main St	4 Suns Fresh Juice	04/15/2020	Licensed Issued
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	Building Permit Issued – Pending Inspections
8	619 Howard St	Palmhouse 619	2/21/2020	Building Permit Issued – Pending Inspections
8	633 Howard St	Estacion	2/4/2020	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: November 20, 2020

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

Please contact me at (847) 448-8097 or [bgeorge@cityofevanston.org](mailto: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 NOVEMBER 20, 2020*

**#AllInIllinois**  
**#StayHomeSaveLives**  
**#ItOnlyWorksIfYouWearIt**  
**HAPPY THANKSGIVING!**

***Editor's Note:***

The NWMC Director's Weekly Briefing will return on Friday, December 4. From our families to you and yours, have a Happy, Safe and Socially Distant Thanksgiving!

***The New Website is Here! The New Website is Here!***

We are pleased to announce the new [NWMC website](#) is live! Over the past five months, staff has worked with Municipal Web Services (Muniweb) to create a more visually appealing, interactive and functional website. The modern redesign includes mobile accessibility for smartphones and tablets and a revised layout for faster access to what you need. The new, interactive [NWMC Legislative Action Center](#) will provide members with timely information on bills and legislative issues pending in Springfield as well as easy access tools to communicate directly with legislators and file witness slips. The site also features a dedicated page for the [NWMC Multimodal Plan](#) for easy access to the document and implementation tracking. Special thanks to Matt Pasquini, Marina Durso, Kendra Johnson and Larry Bury for taking the lead on this successful project. Please take a tour and let us know what you think! *Staff contacts: Matt Pasquini, Marina Durso, Kendra Johnson, Larry Bury*

***NWMC Here to Help Update***

At 12:01 a.m. this morning, all of Illinois was placed under the [Tier 3 Resurgence Mitigations](#) contained in the Restore Illinois plan. From the state's coronavirus website, "With a new wave of COVID-19 surging across the state of Illinois and the nation, the state is committed to listening to public health experts and following the science to keep people safe. Tier 3 builds on the Resurgence Mitigation Plan first released in July to suppress the spread of the virus and ensure our hospitals do not become overrun. This new tier aims to limit gatherings and encourages people to stay home to the greatest extent possible, while permitting some industries to remain open at significantly reduced capacities with proper safety measures in place. All detailed Phase 4 operational guidance remains in effect. Where Phase 4 guidance and Tier 3 Mitigations imply different standards, the more restrictive Tier 3 Mitigations will apply."

With COVID-19's rapid resurgence, implementation of enhanced mitigation measures and current/future challenges in dealing with the pandemic, the Northwest Municipal Conference relaunched the NWMC Here to Help – COVID-19 Business/Resident Assistance and Best Practices document. On Thursday, staff sent the 22<sup>nd</sup> update of NWMC member responses on business/resident assistance and best practices undertaken in response to the COVID-19 pandemic. This week's NWMC Here to Help update includes information and staff observations from: *Barrington* (Business Assistance); *Deerfield* (Business Assistance and Resident Assistance); *Elk Grove Village* (Business Assistance, Resident Assistance and COVID-19 Dedicated Websites); *Grayslake* (Business Assistance); *Highland Park* (Business Assistance); *Mount Prospect* (Business Assistance); *Streamwood* (Business Assistance, Resident Assistance and Event Cancellations); and, NWMC member surveys. The document will be updated and sent to the membership as significant responses and updates are received.

As we reported last week, both the Cook County Department of Public Health and the City of Chicago issued advisory stay-at-home recommendations, urging residents to go out only when necessary (grocery store, pharmacy, coronavirus tests, etc.). Officials recommended that residents stay at home as much as possible for the next three weeks and avoid any unnecessary travel. In compliance with the advisories, the NWMC staff returned to remote operations on Wednesday. See p. 3 for staff contact information or you can always call my cell, 847-846-7699.

The Metropolitan Mayors Caucus Regional COVID-19 Task Force held its first meeting on Friday, November 13 and developed a [statement](#) calling on residents and businesses in the region to unite and re-flatten the curve. The task force met again on Wednesday and this morning and discussed improving communications and collaboration with the state, establishing regional intervention measures and messaging for the upcoming holidays.

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*

### ***NWMC Board Talks COVID Actions, Pension Fund Election, Transportation Revenues***

Thank you to the twenty-seven NWMC members who were represented at Wednesday night's board meeting! Highlighting the agenda was an update and discussion on local, regional and state actions implemented to combat the COVID-19 pandemic. Staff reported on the status of the Illinois Firefighters' Pension Investment Fund Board election and the preferred municipal slate of *Northbrook Deputy Village Manager/Chief Financial Officer Jeff Rowitz*, O'Fallon Mayor Herb Roach and Peoria Treasurer Patrick Nichting. Finally, members discussed legislative issues in light of the cancellation of veto session and COVID-19 related impacts on member transportation revenues and projects. *Staff contacts: Mark Fowler, Larry Bury*

### ***Update on Warehouse Direct COVID-19 Supplies***

As our region moves back to Tier 3 Resurgence Mitigations, please remember that Suburban Purchasing Cooperative (SPC) Janitorial and Office Supplies program vendor Warehouse Direct has protective supplies and social distancing solutions in stock, including: masks; surface wipes; hand wipes; bulk cleaning wipes; and, floor decals. In addition, Warehouse Direct offers custom cubicle workstation extensions, wall dividers, counter shields and seating dividers designed to keep workplaces and employees safe. Particularly notable are the following:

- New, low price on 3-Ply disposable ear loop facemasks, Item #174-1301 \$9.80/box of 50
- For outdoor municipal crews, Hi-Vis ANSI Compliant 2-ply masks in Optic Yellow and Safety Orange, Style BGMHV - Each pack contains 25 masks - Qty 1 -6 packs: \$147.50; Qty 7-23 packs: \$137.50; Qty: 24+ packs: \$132.50
- 12-month continuous supply of Lysol Wipes is now available with subscription program. Sign up to order 20 cases a month or more with a PO for a yearly allocation for Item #RAC-99716CT Lysol Disinfecting Wipes, 80 count flat packs. 6 packs/case, 80 wipes/pack, 480 wipes/case. Flat packs take up less storage space per wipe than canisters and contain about 7% more wipes than other popular cases of canister wipes. Price per case with subscription participation is \$45.95/case. To sign up, please complete the subscription form that may be found at <https://www.nwmc-cog.org/getattachment/Suburban-Purchasing-Cooperative/Office-Janitorial-Supplies/Contract-189/Lysol-Wipe-12-month-subscription.pdf.aspx> and return it to [subscriptions@warehousedirect.com](mailto:subscriptions@warehousedirect.com).

For questions or additional information, please contact staff or Spencer Touchie, 847-631-7188 (office), 708-473-2907 (cell) or [stouchie@warehousedirect.com](mailto:stouchie@warehousedirect.com) or Rick Schackle, 847-631-7428 or [rschackle@warehousedirect.com](mailto:rschackle@warehousedirect.com).  
*Staff contact: Ellen Dayan*

### ***SPC Extends Ford F-150 Contract***

The SPC Governing Board has approved the second of three (3) possible, one-year contract extensions on the 2021 Ford F-150 Regular Cab Pick Up, Plus Option Packages and Other Options (Contract #187) to Roesch Motors. The

duration of the contract is January 14, 2021 through January 13, 2022 with an approved base model price increase of \$851.00, from \$18,999.00 to \$19,850.00. The SPC reserves the right to extend this contract for up to one additional one-year term upon mutual agreement of the both the vendor and the SPC on a negotiated basis. For questions or additional information, please contact staff or Brian Kilduff, 630-279-6000 ext. 2245, or [briankilduff@roeschtrucks.com](mailto:briankilduff@roeschtrucks.com). *Staff contact: Ellen Dayan*

### ***NWMC Bike/Ped Committee Discusses Multimodal Plan Implementation***

On Tuesday, the NWMC Bicycle and Pedestrian Committee met and was informed by staff of two new GIS applications intended to help track the progress on [priority bicycle corridors](#) and [sidewalk gaps](#) identified in the NWMC Multimodal Plan. These tools will be used by member communities and NWMC staff to identify segments of priority bicycle corridors and sidewalks as non-existing, in progress, or complete. Staff also presented the annual survey developed by Sam Schwartz during the Multimodal Plan process and requested feedback. Finally, members provided updates on local projects in their communities. *Staff contacts: Kendra Johnson, Matt Pasquini*

### ***FY 2022 Truck Access Route Program NOFO***

The Illinois Department of Transportation (IDOT) recently issued a Notice of Funding Opportunity (NOFO) for the FY 2022 funding cycle of the [Truck Access Route Program \(TARP\)](#). IDOT has proposed that the program continue to be funded at the \$7 million level with funding available in July 2021. Eligible routes should terminate at a designated truck route or municipality and begin at either a truck generator or another designated truck route or municipality. TARP funding provides \$45,000 per lane mile and \$22,000 per eligible intersection, with a maximum of 50% of the project cost or \$900,000, whichever is lower. Applications are due to IDOT District offices by 4:30 p.m. on Friday, December 18. For more information and to access the application please see [IDOT's circular letter](#) or contact Mr. Stephane B. Seck-Birhame, [babilible.seck@illinois.gov](mailto:babilible.seck@illinois.gov). *Staff contacts: Kendra Johnson, Matt Pasquini*

### ***Last Call for UIC MPA Capstone Partners – Proposals Due December 4***

*From the desk of University of Illinois at Chicago Public Administration Associate Professor James Thompson:*  
I would be grateful if you could let your members know of the opportunity to submit proposals for Capstone projects for the spring 2021 semester. These “learning in action” projects give graduating Master of Public Administration and Master of Public Policy students at the University of Illinois - Chicago (UIC) the opportunity to work on practical problems with the support of faculty in a real-world situation. Each student team works with a client agency or organization on a particular problem or challenge on which the students’ expertise can be brought to bear. Areas of specialization include financial management, human resource management, public policy, program evaluation, and information management. The projects last the entire semester so that there is an opportunity for the students to do in-depth work.

The deadline for project proposals for the spring semester is December 4. The request for proposals, application form, and examples of past projects can be found at the following URL - <https://go.uic.edu/capstone>. Please contact Professor Thompson with any questions, [jthomp@uic.edu](mailto:jthomp@uic.edu) or 312-355-0304. *Staff contact: Mark Fowler*

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

*NWMC Executive Board* will meet on Wednesday, December 2 at 8:30 a.m. via videoconference.

*NWMC Board of Directors* will meet on Wednesday, December 9 at 7:00 p.m. via videoconference.

*NWMC Legislative Committee* will meet on Wednesday, December 16 at 8:30 a.m. via videoconference.

### ***NWMC Staff***

Mark Fowler	Executive Director	<a href="mailto:mfowler@nwmc-cog.org">mfowler@nwmc-cog.org</a>
Larry Bury	Deputy Director	<a href="mailto:lbury@nwmc-cog.org">lbury@nwmc-cog.org</a>
Ellen Dayan, CPPB	Purchasing Director	<a href="mailto:edayan@nwmc-cog.org">edayan@nwmc-cog.org</a>
Marina Durso	Program Associate for Administrative Services	<a href="mailto:mdurso@nwmc-cog.org">mdurso@nwmc-cog.org</a>
Karol Heneghan	Executive Administrative Assistant/Office Manager	<a href="mailto:kheneghan@nwmc-cog.org">kheneghan@nwmc-cog.org</a>

Kendra Johnson  
Matt Pasquini  
Chris Staron

Program Associate for Transportation  
Program Associate for Transportation  
Policy Analyst

[kjohnson@nwmc-cog.org](mailto:kjohnson@nwmc-cog.org)  
[mpasquini@nwmc-cog.org](mailto:mpasquini@nwmc-cog.org)  
[cstaron@nwmc-cog.org](mailto:cstaron@nwmc-cog.org)

Phone: 847-296-9200  
[www.nwmc-cog.org](http://www.nwmc-cog.org)