

Memorandum

To: Mayor Hagerty and Members of the City Council
From: Erika Storlie, City Manager
Subject: Weekly City Manager's Update
Date: January 22, 2021

STAFF REPORTS BY DEPARTMENT



Weekly Report for January 14, 2021 – January 20, 2021
**There will be no 311 report this week*

City Manager's Office

Weekly Bids Advertised

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, January 25, 2021

Administration and Public Works Committee

www.cityofevanston.org/apw

Planning & Development Committee

www.cityofevanston.org/pd

City Council

www.cityofevanston.org/citycouncil

Wednesday, January 27, 2021

Design and Project Review Committee - CANCELED

www.cityofevanston.org/dapr

Economic Development Committee

www.cityofevanston.org/economicdev

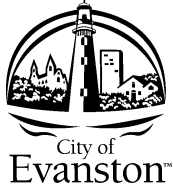
Plan Commission

www.cityofevanston.org/plancommission

Thursday, January 28, 2021

Emergency Telephone System Board

www.cityofevanston.org/911board



Memorandum

To: Erika Storlie, City Manager

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

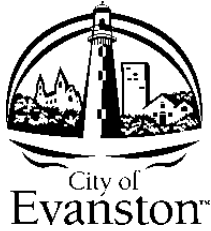
Subject: Bids/RFPs/RFQs Advertised during the Week of January 18, 2021

Date: January 22, 2021

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 January 18, 2021

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/Library Board Date
RFP 21-01 Robert Crown Community Center HVAC	PRCS	The City of Evanston's Parks and Recreation Department is seeking proposals from experienced firms to provide preventative maintenance and repair services for the HVAC System at the Robert Crown Community Center located at 1801 Main Street in Evanston, Illinois.	TBD	2/23	4/12



Memorandum

To: Honorable Mayor and Members of the City Council
From: Johanna Nyden, Community Development Director
Subject: Weekly Zoning Report
Date: January 21, 2021

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) 448-8014 or jnyden@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, January 14, 2021 - January 20, 2021

Backlog (business days received until reviewed): 3

Volume (number of cases pending staff review): 6

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	2135 Sherman Avenue	R4a	Building Permit	Detached garage, 24x24	10/21/20	pending additional information from the applicant
1	733 Lincoln Street	R1	Building Permit	Interior remodel	01/07/21	non-compliant, pending revisions from the applicant
1	733 Lincoln Street	R1	Building Permit	Construct walls to separate rooms (work done without a building permit)	01/15/21	non-compliant, pending revisions 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 minor variation
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	1126 Pitner Avenue	R3	Building Permit	3-car detached garage	10/20/20	pending additional information from the applicant
2	1401 Lake Street	R1	Building Permit	2-story addition, porch, and interior remodel	11/30/20	non-compliant, pending minor variation application from the applicant
2	1208 Ashland Avenue	R2	Zoning Analysis	New parking lot (St. Mary's Syro-Malankara Catholic Church)	01/05/21	non-compliant, pending revisions 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	321 Hamilton Street	R1	Building Permit	Concrete slab for hot sub	01/15/21	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 additional information and revisions from the applicant
4	1136-1138 Wesley Avenue	R3	Zoning Analysis	Subdivide zoning lot, deconvert existing 2-flat to a single-family residence, construct new single-family residence on new lot	11/30/20	pending additional information from the applicant
4	1410 Greenleaf Street	B1	Building Permit	New 2-story building with 2 dwellings, office space and attached 3-car garage	12/08/20	non-compliant, pending revisions from the applicant, DAPR

4	1407 Main Street	R3	Building Permit	Inground pool, deck and pool coping	12/09/20	pending additional information from the applicant
4	931 Elmwood Avenue	R3	Building Permit	New 2-car garage	01/11/21	pending additional information from the applicant
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
5	2044 Wesley Avenue, 2019 Jackson Avenue, and 2024-26 Green Bay Road	R4 & R5/oWE	Zoning Analysis	Planned Development for new 21 townhomes in 6 buildings and a 10-unit multi-family dwelling, including new street	01/13/21	pending additional information 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	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	2634 Lawndale Avenue	R1	Building Permit	Addition and remodel garage	10/25/20	non-compliant, pending minor variation application
6	3044 Grant Street	R1	Building Permit	In ground pool, deck and patio	10/25/20	pending additional information/revisions from the applicant
6	2734 Park Place	R1	Building Permit	New 2-story 4-car garage	01/11/21	pending revisions from the applicant
6	2116 McDaniel Avenue	R1	Building Permit	Egress window well	01/14/21	pending staff review
6	3200 Grant Street	R4	Zoning Analysis	Interior renovation of 3 existing 4-story multi-family buildings, addition of 1 elevator per building and extend dining patio	01/14/21	pending staff review
6	2411 Crawford Avenue	R2	Building Permit	New patio	01/15/21	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 revisions (major variation denied)
7	2622 Orrington Avenue	R1	Building Permit	Addition and interior renovation, new detached garage	11/25/20	pending additional information from the applicant
7	2779 Prairie Avenue	R3	Building Permit	Rebuild deck adding roof to create screened-in porch	01/19/21	pending staff review

7	1705 Lincoln Street	R1	Zoning Analysis	Install fence, replace brick patio with stone patio	01/19/21	pending staff review
8	955 Howard Street	B2	Building Permit	Interior renovation for new restaurant	12/22/20	pending special use (ZBA 2/16/21)
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

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	811 Emerson Street	C1a	Planned Development	Major adjustment to a planned development to reduce required parking from 174 to 170 and to lease up to 50% of those spaces (85) to the public	12/10/20	pending PC 01/27/21, P&D
1	2442 Sherman Avenue	R1	Minor Variation	Building lot coverage for 60 sf addition	01/15/21	determination after 02/04/21
2	2101 Cleveland Street	R2	Minor Variation	Street side yard setback for 2nd story addition and front porch	12/09/20	determination after 01/08/21
2	1401 Lake Street	R1	Minor Variation	Building lot and impervious surface coverage for 2-story addition, porch, and terrace	12/23/20	determination after 01/26/21
2	2030 Greenwood Street	I2	Major Variation & Map Amendment	Parking setback, number of off-street parking spaces, and drive aisle width in order to construct a new 24-unit multi-family dwelling; map amendment also needed to change zoning from I2 to MXE	01/14/21	pending DAPR, PC , ZBA , P&D
3	1327 Chicago Avenue/528 Greenwood Street	R5	Special Use	Special use for an office in a residential district	07/26/19	pending ZBA 03/16/21
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	pending P&D 01/25/21
5	1930 Jackson Avenue	R5	Minor Variation	Interior side yard setback to garage/ADU and roof overhang	12/23/20	determination after 01/25/21
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 PC 02/10/21
6	2518 Thayer Street	R1	Minor Variation	Building lot coverage for a screened-in rear porch	10/01/20	determination pending additional information from the applicant
6	2634 Lawndale Avenue	R1	Minor Variation	Building lot coverage, impervious surface coverage, rear setback garage and roof overhang to addition to detached garage	12/12/20	determination after 01/13/21
7	2226 Hartzell Street	R1	Minor Variation	Street side yard setback for 2-story addition	12/02/20	determination pending additional information from the applicant
7	1809 Lincoln Street	R5/oCSC	Fence Variation	Front and street side setback	12/22/20	determination after 01/13/21
7	1801 Central Street	B1a/oCS C	Special Use	Special Use for Commercial Indoor Recreation for a jui jitsu studio at rear of building	01/11/21	pending DAPR, ZBA 02/16/21
8	955 Howard Street	B2	Special Use	Special Use for Type-2 Restaurant, Ali's Halal Eatery	01/11/21	pending DAPR, ZBA 02/16/21



To: Honorable Mayor and Members of the City Council

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: January 22, 2021

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, January 22, 2021

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1815 Ridge Avenue	Senior Living Facility	Construction fence, pedestrian canopy and streets around the site are in good order. Exterior brick work has begun. Inspections are being completed through the third floor.	1/21/2021
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	Fences and sidewalks are in good condition. Interior work continues. Site is being maintained.	1/21/2021
4	1555 Ridge	Multi-Family Building	Site and fencing are in good order. First floor steel is complete. First floor precast decks are being installed.	1/21/2021
8	1011 Howard (Evergreen Senior Housing)	Senior Living Facility	Site and fence are in good order. Foundation footing installations are 30% complete. Excavation work continues. Site is being maintained.	1/21/2021



Memorandum

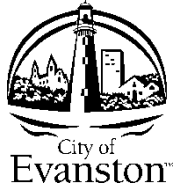
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: January 22, 2021

Ward	Property Address	Business Name	Date Received	Current Status
5	1115 Emerson Unit B	Cantuccio's	1/4/2021	Pending Inspections
8	955 Howard St	Alis Halal Eatery	1/6/2021	Pending Building Permit Issuance
2	1813 Dempster St	Zentli	8/27/2020	Building Permit Issued – Pending Inspections
1	1607 Chicago Ave	Bobba Tea Shop	5/6/2020	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	Pending Inspections
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: January 21, 2021

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 JANUARY 22, 2021

#AllInIllinois #StayHomeSaveLives #ItOnlyWorksIfYouWearIt

NWMC Here to Help Update

Last Friday afternoon, Governor Pritzker announced that a number of regions in the state would be moving into the Tier 2 resurgence mitigations and possibly further into Tier 1 or Phase 4 (Revitalization) of the Restore Illinois Plan. He also announced adjustments to the Tier 1 resurgence mitigations, most notably to allow for the resumption of indoor dining on a limited basis (the lesser of 25 people or 25% of room capacity). Many of the revisions were the result of communications with the Metropolitan Mayors Caucus Regional COVID-19 Task Force. As of this morning, the health regions in the NWMC service territory (Regions 8, 9 and 10) remain in the Tier 2 resurgence mitigations. That said, each region is moving closer to meeting the metrics to advance to Tier 1, with state health officials expected to announce this afternoon that Chicago and Cook County can resume limited indoor bar and restaurant service beginning as early as tomorrow. Staff will provide any updates to the membership this afternoon.

Governor Pritzker also noted that, beginning January 25, the state would move to Phase 1b of the [COVID-19 vaccination plan](#), which includes offering vaccinations to persons 65 years and older. Lake County announced that the health department is offering drive-thru vaccinations at the Lake County Fairgrounds by appointment for those in Phase 1a, with the potential to use the fairgrounds as a mass vaccination site for future groups. Staff previously sent a survey to Cook County members seeking information on possible mass vaccination sites as the county begins to ramp up its vaccination plan. As a reminder, below please find the vaccination websites for the counties in the NWMC service territory:

Cook County: <https://cookcountypublichealth.org/communicable-diseases/covid-19/covid-vaccine/>

DuPage County: <https://www.dupagehealth.org/667/COVID-19-Vaccine;>

Kane County: <https://kanehealth.com/Pages/COVID-Vaccine.aspx;>

Lake County: <https://www.lakecountyil.gov/4521/COVID-19-Vaccine;>

McHenry County: <https://www.mchenrycountyil.gov/county-government/departments-a-i/health-department/covid-19-novel-coronavirus/vaccine>

Finally, on Thursday, staff sent a letter to the NWMC congressional delegation requesting their support for direct federal assistance to local governments to make up for tax revenues due to the ongoing pandemic. The letter is in response to President Biden's [American Rescue Plan](#), which proposes "\$350 billion in emergency funding for state, local, and territorial governments to ensure that they are in a position to keep front line public workers on the job and paid, while also effectively distributing the vaccine, scaling testing, reopening schools, and maintaining other vital services."

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*

CMAP Opens Call for Surface Transportation Projects

The Chicago Metropolitan Agency for Planning (CMAP) is accepting funding applications for surface transportation projects beginning today through Friday, March 5. CMAP programs funding for these projects through three federal sources, including: The regional [Surface Transportation Program \(STP\) Shared Fund, Congestion Mitigation and Air Quality Improvement Program \(CMAQ\)](#), and the locally programmed [Transportation Alternatives Program \(TAP-L\)](#).

Projects may address safety, transit, bicycle, or pedestrian improvements, as well as traffic and freight movement, bridge and road reconstruction, and vehicles and equipment that use alternative fuel sources. CMAP has hosted two webinars relating to the Call for Projects and both of the recordings, along with more information about the application process, are available by visiting their [website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

RTA and CMAP Open 2021 Call for Planning Assistance

Each year, the Regional Transit Authority (RTA) Community Planning program partners with the Chicago Metropolitan Agency for Planning (CMAP) Local Technical Assistance (LTA) program for a joint application for planning assistance. Applicants can complete one simple online application to be considered for both programs. Aside from its impacts on transit, the COVID-19 pandemic has strained the capacity of local governments like never before; therefore, planning assistance will be focused on high need and very high need communities. The 2021 Call for Projects opened Wednesday and applications will be accepted until Wednesday, February 3. Please visit the RTA's [website](#) to learn more about how to apply, types of eligible projects and the call for projects timeline. *Staff contacts: Kendra Johnson, Matt Pasquini*

Last Chance to Apply for Five Star Urban Restoration Program

As previously reported, applications for the Five Star and Urban Waters Restoration program are due Thursday, January 28. Public and private groups interested in restoring habitats, enhancing water quality, and making other ecological improvements are eligible to submit a proposal. This program will award about \$1.5 million in grants to public and private community partners throughout the country. For eligibility information, please visit the [National Fish and Wildlife Foundation's website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

Take the RTA Transportation Choices Survey

The Regional Transportation Authority (RTA) is inviting the public to participate in a Transportation Choices Survey to help the agency better understand how travel patterns and behaviors are changing due to COVID-19. Participants will be entered into a drawing to win a \$100 gift card. The survey is available online by visiting <https://rsgsurvey.com/chicagotravel/pages/rtapromo> and will be open until Friday, February 5. For more information, please contact RTA Digital Communications and Marketing Manager Nicole Berry, BerryN@RTAChicago.org. *Staff contacts: Kendra Johnson, Matt Pasquini*

CMAP Looks to Gather Info on Local Innovations

The Chicago Metropolitan Agency for Planning (CMAP) has launched a survey “to inform a collaborative capacity-building program focused on helping make permanent the innovative, pandemic-inspired improvements that communities piloted in 2020.” CMAP would like to know about any new programs that communities implemented in 2020 so that they can explore how to help others in 2021, and “ultimately figure out how to keep the most positive and impactful changes that began as experiments in response to the pandemic.” To submit a response, please visit the online [survey](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

Mayors Caucus Expands Community Solar Program

From the desk of Metropolitan Mayors Caucus Director of Environmental Initiatives Edith Makra:

We expanded our Community Solar Clearinghouse Solution (CS²) Program to allow municipalities to connect their residents to local community solar projects in the state, such as the project to the right in Ridge Farm, Illinois. The new program will help residents and small businesses save money on the supply side of their electric bill during these difficult times. As a trusted voice to citizens, municipalities can extend fair and transparent subscription terms to residents and let citizens know that an energy offer is credible. The program gives interested citizens the choice to subscribe to community solar developments in northern Illinois, but it does not require any actions on behalf of

all residents. The program is also compatible with existing aggregation programs.

How to Participate

If your community is interested in connecting residents to a community solar subscription offer, please follow the steps on our newly revised [CS² Program webpage](#). The first step in the process is to complete an [Expression of Interest](#) form.

Participating Communities

The Caucus and the Power Bureau launched a [pilot CS² Residential Program](#) in September 2020 in partnership with seven North Shore Electricity Aggregation Consortium (NSEAC) communities, including Deerfield, Glencoe, Highland Park, Lake Bluff, Lake Forest, Northbrook, and Skokie. It scaled up a successful residential community solar aggregation model now underway with the Village of Oak Park.

About the Program

The community solar industry is evolving, so we're pivoting to the CS² Residential Program from the CS² Program for Municipal Facilities. All communities previously enrolled in the CS² Program for Municipal Facilities are still eligible to subscribe their municipal utility accounts. For additional information, please contact Edith, emakra@mayorscaucus.org. *Staff contact: Mark Fowler*

Cook County Launches Bike Plan Development Process

The Cook County Department of Transportation and Highways (CCDoTH) is embarking on a year-long outreach initiative to develop its first ever Cook County Bike Plan. To kick off the effort, CCDoTH is hosting two Open House sessions (both will provide the same information and input opportunities) during the first week of February. The goals of the Open House are to introduce the Bike Plan and team, review the timeline and process, receive input from stakeholders and provide opportunities to get involved. Interested participants are requested to RSVP for one of the following sessions:

February 4, 3:00 p.m. – 4:30 p.m. – [Register Here](#)
February 5, 10:00 a.m. – 11:30 a.m. – [Register Here](#)

Staff contacts: Kendra Johnson, Matt Pasquini

Cook County Opens Invest in Cook Call for Projects

On January 13, the Cook County Department of Transportation and Highways (CCDoTH) opened their fifth call for projects for Invest in Cook. CCDoTH has established a formal process that local and regional governments and private partners can use to apply for up to \$8.5 million in transportation funds to cover the cost of planning and feasibility studies, engineering and construction associated with improvements consistent with the county's long range transportation plan.

On Wednesday, January 27 from 1:00 p.m. to 3:00 p.m., CCDoTH is hosting a virtual [workshop](#) for potential applicants. More information, including a complete program description and application form, is available by visiting the CCDoTH [website](#). *Staff contacts: Kendra Johnson, Matt Pasquini*

Meetings and Events

NWMC Transportation Committee will meet Thursday, January 28 at 8:30 a.m. via videoconference.

NWMC Executive Board will meet Wednesday, February 3 at 8:30 a.m. via videoconference.

NWMC Managers Committee will meet Friday, February 5 at 8:00 a.m. via videoconference.

NWMC Finance Committee will meet Wednesday, February 10 at Noon via videoconference.

NWMC Board of Directors will meet Wednesday, February 10 at 7:00 p.m. via videoconference.

NWMC Staff

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www.nwmc-cog.org