

To: Mayor Hagerty and Members of the City Council

From: Erika Storlie, City Manager

Subject: Weekly City Manager's Update

Date: April 23, 2021

### STAFF REPORTS BY DEPARTMENT



Weekly Report for April 15, 2021 – April 21, 2021 \*There will be no 311 report this week

### **City Manager's Office**

Weekly Bids Advertised City Council Agenda Schedule

### **Community Development**

Weekly Inspection Report

### **Health Department**

Weekly Food Establishment Application Report

### **Law Department**

Weekly Liquor License Application Report

### **Legislative Reading**

**NWMC** Weekly Briefing

# PUBLIC NOTICES, AGENDAS & MINUTES Monday, April 26, 2021

Administration and Public Works Committee www.cityofevanston.org/apw

Planning & Development Committee www.cityofevanston.org/pd

City Council www.cityofevanston.org/citycouncil

### Wednesday, April 28, 2021

Design and Project Review Committee www.cityofevanston.org/dapr

Economic Development Committee <a href="https://www.cityofevanston.org/economicdev">www.cityofevanston.org/economicdev</a>

Plan Commission www.cityofevanston.org/plancommission



To: Erika Storlie, City Manager

From: Hitesh Desai, CFO/ City Treasurer

Tammi Nunez, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week of April 19, 2021

Date: April 23, 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 sent during the Week of April 19 2021\*

Bid/RFP/RFQ Number and Title	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Bid 21-22 2021 CIPP Sewer Rehabilitation Contract B	Public Works	Work on this project includes rehabilitation of approximately 3,727 feet of combined sewer main, 9-inch to 36-inch in diameter, using the cured-in-place pipe (CIPP) lining method of rehabilitation.	\$500,000	5/11	5/24

<sup>\*</sup>Bid sent only to list of prequalified firms (from RFP 19-51). Bid 21-22 was not advertised publicly.

## **City Council Agenda Items**

Printed from Asana

January 11, 2021

January 19, 2021 - Special Meeting - HOUSING

January 25, 2021

February 8, 2021

February 22, 2021

March 8, 2021

March 22, 2021

April 12, 2021

April 26, 2021

klewislakin: Ordinance 38-O-21 2020 Budget Amendment

due Apr 16, 2021

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

Action: For Action

iCompass Status: Approved

☐ Darlene Francellno: Arbor Day Proclamation

Department: Mayor's Office Council Action: Proc Council or Committee: CC

☐ David Stoneback: Ordinance 42-O-21, Authorizing the City Manager to Execute an Agreement to Sell Water to the

Village of Skokie, Illinois

Department: Public Works Council Action: Ord

Council or Committee: APW Action: For Introduction iCompass Status: Approved

MWEBE Memo: No

☐ Paul Zalmezak: Bookman's Alley - Easement

Action: For Action

Council or Committee: APW

Council Action: Res

Department: CMO iCompass Status: Not Entered in System	
Paul Zalmezak: Ord 33-O-21 Seek Authority to Negotiate Sale of City Owned Property - 2022-26 Central Street  Department: Library Council Action: Ord Council or Committee: APW Action: For Action iCompass Status: Entered	
☐ Lawrence C. Hemingway: Summer Meal Contract  Department: Parks & Rec	
Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved	
☐ Lawrence C. Hemingway: Robert Crown Center Program Partnership Agreement with  Northwestern  due Mar 1, 2	:021
Department: Parks & Rec Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Pending Approval	
☐ Robert Gustafson: Recommendation to Award the Contract for Third Party Administration of General & Automob Liability and Worker's Compensation Claims to Cannon Cochran Management Services, Inc., located at 3333 Warrenv Road, Suite 550, Lisle, IL 60532 for an annual amount of \$102,500.00	
Department: Law Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No	
☐ David Stoneback: Resolution 48-R-21, Authorizing the City Manager to Execute an Intergovernmental Agreement With the Village of Skokie, Illinois, for use of Property in Fire Department Training	· •
Department: Public Works Council Action: Res Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No	
☐ Lawrence C. Hemingway: Special Events for 2021	
Department: Parks & Rec Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved	
☐ David Stoneback: Ordinance 45-O-21, Amending Title 7, Chapter 8, Section 4, "Restricted Parkway Plantings"	
Department: Public Works Council Action: Ord Council or Committee: APW Action: For Introduction iCompass Status: Approved	

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MWEBE Memo: No

☐ <b>David Stoneback</b> : Approval of a One Year Contract with Corrective Asphalt Materials for the Reclamite Pavement Rejuvenation Program	
Department: Public Works Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No	
Luke Stowe: 27-O-21 - Amending Title 10, Chapter 11, Section 18, Schedule XVIII (P) Residents Only Parking Distr (Sheridan Square)	icts
Department: Admin Serv Council Action: Ord Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No	
Ord to amend parking on Sheridan Square - east side from Garden Park to Sheridan Square allows for non-permit parking for 3 hou from 6am to 9pm. All other parking for R permit only.	rs
☐ <b>Alexandra Ruggie</b> : Resolution 46-R-21, Authorizing Settlement of Murphy v. Velez et al.	
Department: Law Council Action: Res Council or Committee: APW Action: For Action iCompass Status: Approved	
Luke Stowe: Contract for new AVL system (FFM)	
Department: Admin Serv Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Pending Approval MWEBE Memo: No	
New AVL system for Fleet	
☐ <b>David Stoneback</b> : Approval of Water Infrastructure Finance and Innovation Act Loan Application Fee payment for 1909 Intake Replacement Project	the
Department: Public Works Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No	
☐ <b>David Stoneback</b> : Approval of Change Order No. 1 to the Agreement with Lake Erie Diving, Inc. for the 54-inch Intake Heater Cable Replacement (Bid No. 20-54)	
Department: Public Works Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No	
☐ David Stoneback: Approval of a Letter of Agreement for Salt Brine Procurement with Skokie Park District	
Department: Public Works	

Council Action: Bus

Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No
☐ <b>David Stoneback</b> : Approval of a Letter of Agreement for Road Salt (Sodium Chloride) and Brine Procurement with Northwestern University
Department: Public Works Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No
☐ <b>David Stoneback</b> : Approval of a Letter of Agreement for Road Salt (Sodium Chloride) Procurement with School District 202
Department: Public Works Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No
☐ David Stoneback: Approval of a Letter of Agreement for Road Salt (Sodium Chloride) and Bagged Salt Procurement with School District 65
Department: Public Works Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No
☐ David Stoneback: Approval of Contract with Swanson Flo for the Purchase of Four Filter Effluent Valves with Limitorque QX Electric Actuators
Department: Public Works Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No
☐ Nicholas Cummings: 41-O-21 Amending the Code to Increase Number of Class C Liquor Licenses
Council Action: Ord Council or Committee: APW Action: For Intro and Action iCompass Status: Approved Department: Law
☐ Nicholas Cummings: 40-O-21 Amending the Code to Increase the Number of Class T Liquor Licenses
Council Action: Ord Council or Committee: APW Action: For Intro and Action iCompass Status: Approved Department: Law
☐ Nicholas Cummings: 39-O-21 Amending the Code to Increase Number of Class W-2 Liquor Licenses
Department: Law

Council Action: Ord Council or Committee: APW Action: For Intro and Action iCompass Status: Approved
Luke Stowe: Purchase of One Skid Steer and Trailer for PWA
Department: Admin Serv Council Action: Bus Council or Committee: APW Action: For Action iCompass Status: Approved MWEBE Memo: No
Purchase of one fleet with remaining funds from 2021 budget. Possible purchase of one fleet for 2022 budget (long lead time to get
fleet ordered and delivered, and payment not due until delivered in 2022)
Nicholas Cummings: Ordinance 42-O-21, Authorizing the Sale of Water to Skokie and Repeal of 95-O-17 Council Action: Ord Council or Committee: APW Action: For Intro and Action iCompass Status: Not Entered in System Department: Law
☐ Alexandra Ruggie: Resolution 48-R-21, Authorizing City Manager to Sign IGA with Skokie for Use due Apr 19, 202 of Fire Training Facility
Department: Law Council Action: Res Council or Committee: APW Action: For Action iCompass Status: Not Entered in System
☐ Johanna Nyden: Ordinance 44-O-21 Small Cell Tower Zoning Text Amendment
Department: Community Dev Council Action: Ord Council or Committee: PD Action: For Introduction iCompass Status: Not Entered in System
☐ Kumar Jensen: Ordinance 19-O-21 Amending Leaf Blower Policy
Made by: Wynne Council or Committee: CC Date of Referral: 11/16/20 Department: CMO Council Action: Ord Council or Committee: PD Action: For Introduction iCompass Status: Pending Approval
Wynne made a referral to staff to study the issue and bring back more info
☐ Johanna Nyden: Ord 34-O-21, 2232 Washington Special Use - AUX
Department: Community Dev Council Action: Ord Council or Committee: PD Action: For Action iCompass Status: Approved MWEBE Memo: No
☐ Johanna Nyden: Ordinance 22-O-21 Northlight PD Extension

Department: Community Dev Council Action: Ord Council or Committee: PD Action: For Action MWEBE Memo: No iCompass Status: Approved Johanna Nyden: Communication re: Housing Vouchers Use for Mortgage Payment Department: Community Dev Council Action: Comm Council or Committee: PD Action: For Discussion iCompass Status: Pending Approval ☐ Nicholas Cummings: 46-O-21 Amending 135-O-19 (amending NU U2 zoning special use) Department: Law Council Action: Ord Council or Committee: PD Action: For Intro and Action iCompass Status: Entered ☐ Johanna Nyden: Ordinance 43-O-21 Map Amendment and Major Variations for 2030 Greenwood St. Department: Community Dev Council Action: Ord Council or Committee: PD Action: For Introduction iCompass Status: Pending Approval ☐ Johanna Nyden: Ordinance 37-O-21 Granting Zoning Relief for 1101 Church Street Department: Community Dev Council Action: Ord Council or Committee: PD Action: For Introduction iCompass Status: Entered ☐ Johanna Nyden: Text Amendment - Administrative Process for Special Uses Department: Community Dev Council Action: Ord Council or Committee: PD Action: For Introduction iCompass Status: Not Entered in System ☐ Shohenkirk@cityofevanston.org: Gender Neutral Pronouns Ordinance and Resolution Department: CMO Council Action: Ord Council or Committee: Rules Action: For Action iCompass Status: Not Entered in System ☐ Nicholas Cummings: 20-O-21 Amendments the Ethics Ordinance Department: Law Council Action: Ord Council or Committee: Rules Action: For Introduction iCompass Status: Entered □ Darlene Francellno: Appointment to the E-911

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Department: CMO

	Council Action: Bus Council or Committee: Appointments Action: For Action iCompass Status: Not Entered in System
$\Box$	Darlene Francellno: Reparations Committee Appointments
	Department: Mayor's Office Council Action: Bus Council or Committee: Appointments Action: For Action iCompass Status: Not Entered in System
	Tasheik Kerr: Harley Clarke RFP Award
	Department: CMO Council Action: Ord Council or Committee: CC Council Action: SPB Action: For Action iCompass Status: Not Entered in System
	Results due Feb 28, 2020
	CC will have special city council meeting for 15 presentations from 4 proposers on May 18
	Susie Hall: Create addendum - from questions at the RFP Pre-Proposal Meeting due Aug 27, 2019
	Ordinance Authorizing Time and Place for Joint Review Board Meeting and Public Hearing for Five-Fifths TIF District
	Darlene Francellno: Evanston Own It Presentation
	Department: Mayor's Office Council Action: Annouc
	(RFP #20-51)
TE	BD
	Lawrence C. Hemingway: LED Screen
	Department: Parks & Rec Council Action: Disc Council or Committee: APW
	Hitesh Desai: Amusement Tax - Small Events
	Department: CMO Council or Committee: APW Council Action: Ord Action: For Introduction
	On-Street Residential Parking Permits
	Department: Admin Serv Council Action: Ord Council or Committee: APW Notes: Handle after Jan - wait for permits/wheel tax renewals to be completed.
	Check if need to prepare an Ordinance for the locations not in the Code but receive a residential permit. Memo from October 2018 said
	would come back with Ordinance. Not sure that was done.
	Also work on combining districts for ease of renewing



To: Erika Storlie, City Manager

From: Gary Gerdes, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: April 23, 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 <a href="mailto:ggerdes@cityofevanston.org">ggerdes@cityofevanston.org</a> if you have any questions or need additional information.

### **Inspector Weekly Update**

### Cases Received, April 23, 2021

### Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1815 Ridge Avenue (Trulee)	Senior Living Facility	Canopy, construction fence and site are in good order. Rough inspections on the 2nd floor common areas are being completed.	4/21/2021
2	1215 Church Street (YWCA)	Center/New Domestic South narking lot and new south end a		4/21/2021
4	1555 Ridge Avenue	Multi-Family Building	Construction fence and site are in good order.	4/21/2021
8	1011 Howard Street (Evergreen Senior Housing)	Senior Living Facility	Construction fence and site are in good order. East end of foundation is being poured which will complete the foundation.	4/21/2021
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	Project mobilization will begin next week.	4/21/2021



To: Honorable Mayor and Members of the City Council B

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

Subject: Food Establishment License Application Weekly Report

Date: April 23, 2021

Ward	Property Address	Business Name	Date	Current Status
			Received	
3	525 Main St	Wild Fork Foods	4/6/2021	Pending Building Permit Issuance
7	1945 Central St	RD Pizza	4/5/2021	Pending Building Permit Issuance
4	1508 Sherman Ave	Dollop Coffee	2/11/2021	Pending Building Permit Issuance
4	1555 Oak Ave	Museum Residences on Oak	2/3/2021	Building Permit Issued – 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
2	1815 Ridge Ave	Solero Senior Living	03/03/2020	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



To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: April 23, 2021

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

Please contact me at (847) 448-8097 or <a href="mailto:bgeorge@cityofevanston.org">bgeorge@cityofevanston.org</a> if you have any questions or need additional information.



## **DIRECTOR'S WEEKLY BRIEFING**

By NWMC Executive Director Mark L. Fowler



#### WEEK ENDING APRIL 23, 2021

# #AllInIllinois #ItOnlyWorksIfYouWearIt #VaccTogether

### NWMC Here to Help Update

Illinois continued to make progress on COVID-19 vaccinations this week, with over 3.57 million residents, or 28.04% of the state's population, fully vaccinated as of yesterday evening. According to the Illinois Department of Public Health (IDPH), over 8.47 million doses have been administered statewide at an average of 123,000 shots per day, down slightly from last week. Finally, 77.62% of residents 65 and older and 50.99% of residents 16+ have received at least one dose. These last two metrics have eclipsed the threshold for moving Illinois into the Bridge Phase between Phases 4 and 5 of the Restore Illinois Plan; however, increasing cases and hospitalizations, combined with decreasing ICU bed availability has put those plans on indefinite hold.

Yesterday, Cook County announced that two mass vaccination locations in the south suburbs (Matteson and Tinley Park) will start accepting walk-in vaccination appointments as part of a pilot program to see if this will increase the number of residents receiving the vaccine. If the pilot program is successful, county officials said they may expand the service to the other mass vaccination locations. As a reminder, the mass vaccination sites in the NWMC service territory are as follows:

#### Cook County (https://vaccine.cookcountyil.gov/):

- Triton College, 2000 5<sup>th</sup> Avenue, River Grove
- Former K-Mart, 1155 E. Oakton Street, Des Plaines
- Former HOBO, 7600 Roosevelt Road, Forest Park

DuPage County (https://www.dupagehealth.org/667/COVID-19-Vaccine):

• Fairgrounds – Building 1, 2015 Manchester Road, Wheaton

Kane County (https://www.kanevax.org/):

- Eastside Recreation Center, 1080 E. Chicago Street, Elgin
- Former Sam's Club, 501 N. Randall Road, Batavia

Lake County (https://allvax.lakecohealth.org/s/?language=en\_US):

- Community Based Testing Center, 102 W. Water Street, Waukegan
- Lake County Fairgrounds, 1060 E. Peterson Road, Grayslake
- Former K-Mart, 400 E. Rollins Road, Round Lake Beach

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

Former K-Mart, 1900 N. Richmond Avenue, Woodstock

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* 

#### SPC Contract Extension Awarded on Ford F-150 Ford Police Responder

The Suburban Purchasing Cooperative (SPC) is pleased to announce the first of three (3) possible, one-year contract extensions on the 2021 Ford F-150 Police Responder (Contract #179) to Sutton Ford through July 17, 2022. The

contract extension comes with a base model price increase of \$874.00, from \$33.598.00 to \$34,472.00. For questions or additional information, please contact staff or Sutton Ford Fleet Manager Kyle Mohrbach, 708-720-8013 or <a href="mailto:kmohrbach@suttonford.com">kmohrbach@suttonford.com</a>. Staff contact: Ellen Dayan

#### NWMC Auction Update

Thank you to *Evanston*, Olympia Fields, *Prospect Heights*, Wheaton and Yorkville for participating in Tuesday's NWMC Surplus Vehicle and Equipment Auction. As a reminder, the next live auctions are scheduled for July 20 and October 19. Members can also sell vehicles and equipment via America Auto Auctions online service. For questions or additional information, please contact staff or Berry Ellis, <a href="mailto:berry.ellis@americasautoauction.com">berry.ellis@americasautoauction.com</a> or 312-371-5993. *Staff contact: Ellen Dayan* 

### Bicycle and Pedestrian Committee Briefed on Cook County Bike Plan

On Tuesday, the NWMC Bicycle and Pedestrian Committee received a presentation from Cook County Department of Transportation and Highways Transit Manager Benet Haller on the development on the Cook County Bike Plan. He reviewed the plan's scope and ways for communities to be involved in the planning process. Staff also presented the new GIS tools embedded in the Multimodal Plan section of the NWMC website and led a discussion about a relaunch strategy for the Multimodal Plan due to delays caused by the COVID-19 pandemic. Members of the committee also shared local project updates from their communities. *Staff contacts: Kendra Johnson, Matt Pasquini* 

#### Transportation Committee Learns About Alternative Fuels

On Thursday, in addition to receiving regular reports from regional agency partners, the Transportation Committee received a presentation on the Michigan to Montana Alternative Fuels Corridor from Ted Barnes, Director of Research and Development with the Gas Technology Institute. Mr. Barnes provided an overview of the project and described how local partners can play a role in the development of the corridor. John Walton, Chair of the Chicago Area Clean Cities Coalition, also briefed the Committee on resources available to municipalities for alternative fuels first responder training. *Staff contacts: Kendra Johnson, Matt Pasquini* 

### One Week Left to Sign Up for the NWMC Employee Assistance Program

The Conference is pleased to offer participation in the NWMC Employee Assistance Program (EAP) to municipalities, townships, park districts and libraries. Currently, thirteen municipalities and organizations participate in this program. Morneau Shepell/LifeWorks is the program provider and offers confidential, cost free referrals and assessment services twenty-four hours a day for employees and their families. Areas of assistance include substance abuse, mental health, family and marital problems, financial and legal matters.

The fee for program participation is \$23.50 per employee per year and the contract year begins May 1. If you are not currently a member of the EAP program and would like to join or obtain additional information, please contact Karol Heneghan, 847-296-9200 ext. 124 or <a href="mailto:kheneghan@nwmc-cog.org">kheneghan@nwmc-cog.org</a>. Enrollment information and participation forms were sent to all members on April 1. Staff contact: Karol Heneghan

### MWRD Opens Strategic Plan for Public Comment

The Metropolitan Water Reclamation District (MWRD) Board of Commissioners and leadership are working together to develop a new Strategic Plan. As part of that process, MWRD is seeking feedback on the Draft Strategic Plan 2021-2025, which is <u>available online</u>. This new Plan will build on the <u>2015-2021 Strategic Plan</u> and will guide the agency's direction for the next few years. More information on the Strategic Plan process and goals is available on <u>MWRD's website</u>. Comments will be accepted via email until Thursday, April 29 to <u>public.affairs@mwrd.org</u>. *Staff contacts: Mark Fowler, Kendra Johnson* 

#### Meetings and Events

NWMC Executive Board will meet Wednesday May 5 at 8:30 a.m. via videoconference

NWMC Finance Committee will meet Wednesday, May 12 at 12:00 noon via videoconference.

NWMC Board of Directors will meet Wednesday, May 12 at 7:00 p.m. via videoconference.

### NWMC Staff

Mark Fowler Larry Bury Ellen Dayan, CPPB Marina Durso Karol Heneghan Kendra Johnson Matt Pasquini Chris Staron Executive Director
Deputy Director
Purchasing Director
Program Associate for Administrative Services
Executive Administrative Assistant/Office Manager

Program Associate for Transportation
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