



Memorandum

Date: January 28, 2022
To: Mayor Biss and Members of the City Council
From: Kelley Gandurski, Interim City Manager
Subject: City Manager's Office Weekly Report for
January 24-28, 2022

Staff Reports by Department

City Manager's Office

Weekly Bids Advertised
City Council Agenda Schedule

Community Development

Weekly Zoning Report
Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing



Public Notices, Agendas & Minutes

February 1, 2022

2:00pm: [Design and Project Review Committee](#)

February 3, 2022

9:00am: [Reparations Committee](#)

February 7, 2022

5:00pm: [Human Services Committee](#)

6:00pm: [Rules Committee](#)

February 8, 2022

2:00pm: [Design and Project Review Committee](#)

6:00pm: [Finance and Budget Committee](#)

6:30pm: [Arts Council](#)

7:00pm: [Preservation Committee \(virtual\)](#)

February 9, 2022

2:30pm: [Board of Local Improvements](#)

6:30pm: [Citizen Police Review Committee](#)

February 10, 2022

7:00pm: [Social Services Committee \(virtual\)](#)

February 11, 2022

2:00pm: [Utilities Commission \(virtual\)](#)

Check the City's calendar for updates:

[City of Evanston • Calendar](#)



Memorandum

To: Kelley Gandurski, Interim City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of January 24, 2022

Date: January 28, 2022

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 January 24, 2022

Bid/RFP/RFQ Number/Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
RFP 22-2022 Great Merchant Grant Planters and Landscaping	City Manager's Office	The City of Evanston's Economic Development Division of the Evanston City Manager's Department is seeking proposals from experienced firms for: installation of new planters, changing of seasonal plantings, and general maintenance of planters.	\$250,000	2/24	3/14
Bid 22-15 (*) 2022 CIPP Sewer Rehabilitation Contract A	Public Works	Work on this project includes rehabilitation of approximately 11,825 feet of combined sewer main and relief sewer main, 9-inch to 33-inch in diameter, using the cured-in-place pipe (CIPP) lining method of rehabilitation.	\$725,000	2/22	3/14

(*) Not Advertised. Prequalified Contractors will receive and eligible to bid on project.

City Council Agenda Items

Printed from Asana

February 14, 2022

- Michele Agbodza:** APWA's Excellence in Snow and Ice Control Award winner for 2022

Council or Committee: CC
Action: Announcement
Council Action: Announcement
iCompass Status: Not Entered in System
Department: CMO
CMO Review/Final Agenda: Yes
Notes: 2022 APWA Award Winner: Excellence in Snow & Ice Control

- Nicholas Cummings:** Sp order of bus--vax mandate applies to City Clerk, BCCs and city to provide KN-95 masks for in person meetings

Council or Committee: CC
Council Action: SPB
Action: For Action
iCompass Status: Not Entered in System
Department: Law

- Paul Zalmezak:** For Action - ARPA - RFP Clean Team / Street Team due Jan 24, 2022

Council or Committee: CC
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: CMO
CMO Review/Final Agenda: No

- Paul Zalmezak:** For Action - ARPA - RFP for Business Districts Planning Consultant due Jan 24, 2022

Council or Committee: CC
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: CMO
CMO Review/Final Agenda: No

- Paul Zalmezak:** For Action - TIF Request from Whole & Free Foods 910-38 Custer due Jan 24, 2022

Council or Committee: CC
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: CMO
CMO Review/Final Agenda: No

- Paul Zalmezak:** For Action - ARPA - Northlight due Jan 24, 2022

Council or Committee: CC
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: CMO
CMO Review/Final Agenda: No

- Paul Zalmezak:** For Action - ARPA - The Aux due Jan 24, 2022
Council or Committee: CC
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: CMO
CMO Review/Final Agenda: No
- Paul Zalmezak:** For Action - ARPA - NorthShore University Workforce Program due Jan 24, 2022
Council or Committee: CC
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: CMO
CMO Review/Final Agenda: No
- Lara Biggs:** Approval of Change Order 1 to Howard Street Phase III Engineering Svcs
Council or Committee: APW
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: Public Works
- Lara Biggs:** Approval of Change Order 1 for Fire Station 4 Emergency Roof Repairs
Council or Committee: APW
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: Public Works
- Lara Biggs:** Approval of Change Order 3 to CIPP Contract C project-sewer line contract
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: Public Works
Council or Committee: APW
- Lara Biggs:** Approval of Change Order 3 for 36/42 Intake Replacement Engineering
Council or Committee: APW
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: Public Works
- Darrell King:** Approval of Vueworks Annual Maintenance Fee
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: Public Works
Council or Committee: APW
- Johanna Nyden:** Contract with MTI Consultant
Council or Committee: APW
iCompass Status: Not Entered in System

Action: For Action
Council Action: Bus
Department: Community Dev
Notes:

Luke Stowe: Tyler Technologies New World ERP sole source renewal

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

Lawrence C. Hemingway: Approval of Sole Source Contract with EVP Academies

Council or Committee: APW
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: Parks & Rec

Johanna Nyden: Resolution XX-R-22 IGA with RTA re: Bus Stop Grant

Council or Committee: APW
Council Action: Res
Action: For Action
iCompass Status: Not Entered in System
Department: Community Dev

Lara Biggs: Resolution Y-R-22 Authorizing the Mayor to Sign an Illinois Department of Transportation Resolution for Improvement under the Illinois Highway Code and Rebuild Illinois Program for Improvements to 2022 street improvement project in the amount of \$1,364,000.

Council Action: Res
Action: For Action
iCompass Status: Not Entered in System
Department: Public Works
Council or Committee: APW

Lara Biggs: Resolution X-R-22 Authorizing the Mayor to Sign an Illinois Department of Transportation Resolution for Improvement under the Illinois Highway Code and Rebuild Illinois Program for Street Improvements to the 2022 Water Main Streets in the amount of \$1,0957,000.

Council Action: Res
Action: For Action
iCompass Status: Not Entered in System
Department: Public Works
Council or Committee: APW

Luke Stowe: Commercial Vehicle Referral

Council Action: Disc
Action: For Discussion
iCompass Status: Entered
Department: Admin Serv
Council or Committee: APW
Notes:

David Stoneback: Discussion of Sewer Service Repairs

Council Action: Disc

Action: For Discussion
iCompass Status: Pending Approval
Department: Public Works
Notes:
Council or Committee: APW

Johanna Nyden: Subdivision of 2100 Ridge per TIF related resolution

Council Action: Bus
Action: For Introduction
Department: Community Dev
Council or Committee: PD
iCompass Status: Not Entered in System

Johanna Nyden: 518 Davis - Special Use

Council Action: Ord
Action: For Introduction
iCompass Status: Not Entered in System
Department: Community Dev
Council or Committee: PD
Notes: convenient store

Johanna Nyden: Property Standards Process

Council Action: Disc
Action: For Discussion
Department: Community Dev
iCompass Status: Not Entered in System
Council or Committee: PD
Notes:
CMO Review/Final Agenda: No

Paul Zalmezak: ARPA: Storefront Modernization Amendment (outdoor dining) - For Action

Department: CMO
Council Action: APRA
Action: For Action
iCompass Status: Approved
Agenda Lead Admin: On agenda
CMO Review/Final Agenda: Yes
Council or Committee: ED

Paul Zalmezak: ARPA: Funding Orrington Avenue and Chicago Avenue Streetscape Improvement Project to Assist with Expanded Outdoor Commerce

Department: CMO
Council Action: APRA
Action: For Action
iCompass Status: Approved
Agenda Lead Admin: On agenda
CMO Review/Final Agenda: Yes
Council or Committee: ED

Paul Zalmezak: Issue RFP for Recycling Center

Department: CMO
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Council or Committee: Exec

due Feb 4, 2022

Jul Zalmezak: For Action - Sale of 727-29 Howard Street

Department: CMO
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Council or Committee: Exec

ecano: Purchase of Tallmadge pole & luminaires

Council or Committee: APW
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: Public Works

Nicholas Cummings: 10-O-22 Amending City Code Section 3-4-6(S) regarding Class S Liquor License Classification

Department: Law
CMO Review/Final Agenda: No
On Agenda: Yes
Council Action: Ord

Nicholas Cummings: xx-O-22 Amending City Code Section 3-4-6(l) regarding Dollop Cafe's Liquor License

Department: Law
CMO Review/Final Agenda: No
On Agenda: Yes
Council Action: Ord

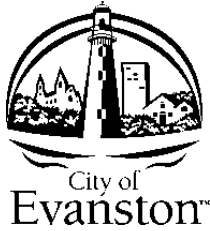
February 28, 2022

Lara Biggs: Canal Shore request to extend MWRD Lease

Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System
Department: Law
Council or Committee: APW

Lara Biggs: Fountain Square repair award

Council or Committee: APW
Council Action: Bus
Action: For Action
iCompass Status: Not Entered in System



Memorandum

To: Honorable Mayor and Members of the City Council
From: Johanna Nyden, Community Development Director
Subject: Weekly Zoning Report
Date: January 28, 2022

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 20 - January 26, 2022

Backlog (business days received until reviewed): 12

Volume (number of cases pending staff review): 9

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1631 Chicago Avenue	D4	Zoning Analysis	Planned Development for new 13-story building with 141 dwelling units, 37 parking spaces, and 6,759 square feet of ground floor retail	05/20/21	pending revisions from the applicant
1	2300 Noyes Court	R5	Zoning Analysis	Planned Development for new 6-story 61-unit multi-family dwelling, all affordable dwelling units (Walchirk Apartments)	08/23/21	non-compliant, pending revisions from the applicant
1	824 Emerson Street	C1	Zoning Analysis	Construct 2 story parking garage with 96 parking spaces exclusively for Sherman Gardens	10/27/21	non-compliant, pending revisions from the applicant
1	816 Garnett Place	R5	Zoning Analysis	Planned Development for new 9 story tower connected to Link with 200 dwelling units and 71 parking spaces	11/05/21	non-compliant, pending revisions from the applicant
1	1727 Hinman Avenue	R1	Zoning Analysis	Front gable addition and rear 2-story addition	01/24/22	pending staff review
1	2243 Orrington Avenue	R1	Building Permit	Patio, walk, rear garage slab step and landing	01/25/22	pending staff review
2	1133 Fowler Avenue	R2	Building Permit	Concrete patio	09/28/21	pending additional information from the applicant
2	1611 Church Street	WE1	Zoning Analysis	Convert existing industrial building into 7 DUs, add 2 accessory structures towards the front yard	11/02/21	pending additional information from the applicant
2	1706 Crain Street	R3	Building Permit	Remove 2nd story and side porch, construct 2-story addition	10/06/21	pending revisions from the applicant
2	1515 Greenwood Street	R3	Building Permit	2nd story addition	10/20/21	pending additional information from the applicant
2	1621 Fowler Avenue	R2	Building Permit	Detached garage with 2nd story office	01/07/22	pending staff review
3	822 Hinman Avenue	R6	Building Permit	Remove and replace parking lot, striping	10/26/21	pending additional information from the applicant
3	639 Forest Avenue	R1	Building Permit	Replace decking, handrail, and skirting on existing deck	12/06/21	pending additional information from the applicant
3	999 Michigan Avenue	R5	Zoning Analysis	Rooftop stair and deck to multi-family dwelling	12/16/21	pending additional information from the applicant
3	741 Sheridan Road	R1	Building Permit	Deck	01/03/22	pending additional information/revisions from the applicant
3	1327 Chicago Avenue	R5	Zoning Analysis	Add driveway and front yard parking	01/26/22	pending staff review
3	528 Greenwood Street	R5	Zoning Analysis	Subdivision to deed parking area to adjacent property (Alt 1)	01/26/22	pending staff review
3	528 Greenwood Street	R5	Zoning Analysis	Deed area of one parking space to adjacent property (Alt 2)	01/26/22	pending staff review
4	1138 Elmwood Avenue	R3	Building Permit	New patio	08/15/21	on hold per the applicant
4	1122 Maple Avenue	R5	Building Permit	Paver driveway and paths	11/16/21	pending revisions from the applicant
4	718 Main Street	B2/oDM	Building Permit	New 5-story mixed-use building with ground floor retail and 120 dwellings (Vogue site)	12/28/21	pending staff review, DAPR
4	1590 Sherman Avenue	D3	Building Permit	Interior remodel for a restaurant (Milk Tea Shop)	01/18/22	pending Administrative Review use review

4	620 Grove Street	D2	Zoning Analysis	Medical office - COVID testing facility	01/19/22	pending Administrative Review use review
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 12-unit multi-family dwelling, including new private street	01/13/21	non-compliant, pending revisions from the applicant and/or planned development application
5	2046 Dodge Avenue	R3	Building Permit	Addition	09/28/21	non-compliant, pending revisions from the applicant
5	2127 Wesley Avenue	R3	Building Permit	New 2-car garage	10/07/21	pending additional information from the applicant
5	2117 Darrow Avenue	R4	Building Permit	New paver patio, 368 sf	10/14/21	pending additional information from the applicant
5	2114 Wesley Avenue	R3	Building Permit	Replace gravel walk and parking pad with pavers	10/16/21	pending additional information from the applicant
5	1717 Simpson Street	B1	Building Permit	Garage	10/28/21	non-compliant, pending revisions from the applicant
5	1717 Simpson Street	B1	Building Permit	Shed	11/01/21	non-compliant, pending revisions from the applicant
5	1701 Simpson Street	B1	Building Permit	First and 2nd story addition to existing commercial building	12/20/21	non-compliant, pending revisions from the applicant, DAPR review
5	1805-1815 Church Street	B2/oWE	Zoning Analysis	Construct 2 story religious institution for Mt. Pisgah and 44 DU multifamily building (primarily affordable)	01/25/22	pendng staff review
5	1832 Hovland Court	R3	Zoning Analysis	New 2-flat with open parking	12/23/21	pending additional information/revisions from the applicant
5	1729 Brown Avenue	R3	Zoning Analysis	New 3-unit multi-family dwelling with detached garage with ADU	01/04/22	non-compliant, pending additional information and revisions from the applicant
6	2504 Central Park Avenue	R1	Building Permit	Addition and patio expansion	07/07/21	pending revisions from the applicant
6	2402 Pioneer Road	R1	Building Permit	Patio, pergola, and walks	08/31/21	pending revisions from the applicant
6	2828 Lincoln Street	R1	Building Permit	Deck and patio	09/02/21	pending additional information from the applicant
6	3434 Central Street	R1	Zoning Analysis	Demolish existing improvements, construct new 2-story, 20,000 sf Daycare Center-Child (Kensington School)	10/06/21	non-compliant, pending revisions from the applicant and/or planned development application
6	3031 Thayer Street	R1	Building Permit	Shed	11/15/21	non-compliant, pending revisions from the applicant
6	3321 Colfax Place	R1	Building Permit	Replace steps	11/24/21	pending additional information from the applicant
6	2125 Bennett Avenue	R1	Building Permit	Detached garage	12/07/21	pending revisions from the applicant
6	2536 Gross Point Road	R2	Zoning Analysis	Generator for existing cell equipment on City water tower	01/07/22	pending additional information from the applicant
6	2654 Ewing Avenue	R1	Building Permit	2nd-story addition and interior remodel	01/26/22	pending staff review
7	1030 Central Street	OS	Zoning Analysis	Post 42 Patio determination of use for American Legion/Canal Shores Golf Course	06/29/21	on hold per Law
7	1225 Grant Street	R1	Building Permit	Remove and replace deck	07/17/21	pending revisions from the applicant

7	2305 Payne Street	R1	Building Permit	Demolish existing attached garage, construct 2-story addition	09/12/21	pending minor variation application
7	2211 Pioneer Road	R1	Building Permit	Garage, 20'x20'	10/27/21	pending revisions per approved minor variation application
7	2333 Ridge Avenue	R1	Building Permit	Garage, 14x20	11/17/21	non-compliant, pending additional information and revisions from the applicant
7	1114 Grant Street	R1	Zoning Analysis	1-story addition	12/09/21	on hold per applicant
7	1801 Central Street	B1a/oCS	Building Permit	Remodel 1st floor and 2-story addition above (fitness studio on ground floor)	01/13/22	pending revisions from the applicant, DAPR
7	2002 Central Street	B1a/oCS	Building Permit	Interior remodel for a restaurant (Blended)	01/19/22	pending Administrative Review Use review
7	2327 Grey Avenue	R1	Building Permit	Patio, garage patio, steppers, front walk	01/25/22	pending staff review
8	324 Florence Avenue	R1	Building Permit	Garage, 20'x20'	12/01/21	non-compliant, pending revisions/minor variation application from the applicant
8	1321 Brummel Street	R4	Zoning Analysis	New curb cut and shared driveway to open parking in the rear of two multi-family dwellings, 1317-1321 Brummel St	12/21/21	pending additional information from the applicant
9	1718 Cleveland Street	R2	Building Permit	Demolish back stairs, remove walk and driveway, pour cement area and front walk	11/12/21	pending additional information from the applicant

Pending building permit and zoning analysis reviews older than 6 months where there has not been activity are periodically removed from the zoning report.

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1740 Orrington Avenue	D2	Planned Development	New 10-story office/lab building with 35 parking spaces (Burger King site)	11/09/21	pending P&D 02/28/22
1	518 Davis Street	D4	Special Use	Special use for a Convenience Store	11/09/21	pending P&D, CC
1	1710-1716 Sherman Avenue	D2	Major Variation	Reduce required parking for interior remodel for 35 dwelling units and 1 ground floor commercial use to existing 4-story building (former Varsity Theater)	11/23/21	pending DAPR 02/01/22, LUC 02/23/22
2	1414 Church Street	R1	Major Variation	Rear yard setback, building lot and impervious surface coverage for an attached garage addition	01/18/22	pending LUC 02/09/22
3	736 Forest Avenue	R1	Minor Variation	Rear yard setback to addition to an existing detached garage	12/29/21	determination after 01/31/22
4	1000 Grove Street	R6	Major Variation	Building lot coverage and rear yard setback for addition (YMCA)	12/01/21	pending DAPR 02/01/22, LUC 02/09/22
6	2650 Lincolnwood Drive	R1	Minor Variation	Building lot and impervious surface coverage for a front porch	11/18/21	pending additional information from the applicant
7	2305 Payne Street	R1	Minor Variation	Street side setback to addition, deck, and patio	01/12/22	determination after 02/07/22
7	1105 Leonard Place	R1	Minor Variation	Street side setback to 2nd story addition	01/24/22	determination after 02/10/22
7	2356 Colfax Terrace	R1	Major Variation	Many variations for the construction of an addition to a single-family dwelling with attached garage	12/15/21	pending DAPR 02/01/22, LUC 02/23/22
8	2424 Oakton Street	C1/oRD	Special Use	Special use for Resale Establishment, Salvation Army	11/08/21	pending DAPR, LUC 02/23/22

9	1224 Washington Street	R3	Major Variation	Lot size and impervious surface lot coverage for subdividing the zoning lot into 2 lots	12/07/21	pending LUC 02/23/22
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Memorandum

To: Kelley Gandurski, Interim City Manager

From: Angelique Schnur, Interim Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: January 28, 2022

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 847-448-8035 or aschnur@cityofevanston.org if you have any questions or need additional information.

Cases Received, January 28, 2022

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1215 Church Street (YWCA)	Renovation of Existing Center/New Domestic Violence Shelter	The project is nearly complete. The contractor is finalizing site and lighting requirements.	1/27/2022
4	1555 Ridge Avenue	Multi-Family Building	The construction fence and site are in good shape. Final structural and MEP inspections will begin in the common areas and units.	1/27/2022
8	1011 Howard Street (Evergreen Senior Housing)	Senior Living Facility	The construction fence and site are in good order. Final structural and MEP inspections will begin in the common areas and units.	1/27/2022
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	The construction fence needs fabric repair and graffiti removal. Graffiti is still present on the building and the construction trailer. The construction foreman was instructed to make the needed corrections 2 weeks ago. There are ongoing issues with this non-union site and labor unions.	1/27/2022



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 27, 2022

Ward	Property Address	Business Name	Date Received	Current Status
4	1590 Sherman Ave	Milk Tea Shop	1/21/22	Pending Building Permit Issuance
7	2002 Central St	Blended HSB Evanston	1/20/2022	Pending Building Permit Issuance
4	1100 Davis St	Berry Pike Café	1/20/2022	Change of Ownership – Pending Inspections
6	2901 Central St	The Place	12/28/2021	Pending Building Permit Issuance
1	809 Davis St	5411 Empanadas	12/21/2021	Pending Building Permit Issuance
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Pending Building Permit Issuance
1	724 Clark St	Shinto Ramen	11/19/2021	Pending Building Permit Issuance
2	1806 Dempster St	Dempster Snack Shop	10/14/2021	Pending Inspections
8	329 Howard St	LOADaSPUD	10/12/2021	Pending Building Issued – Pending Inspections
7	1921 Central St	Central Street Diner	10/7/2021	Pending Permit Application
1	719 Church St	Elephant + Vine	10/5/2021	Pending Building Issued – Pending Inspections
4	1619 Chicago Ave	Picnic	9/14/2021	Pending Building Issued – Pending Inspections
3	528 Dempster St	Evanston Pour	9/14/2021	Pending Building Issued – Pending Inspections
1	1601 Sherman Ave	Sweetgreen	9/13/2021	Pending Building Issued – Pending Inspections
1	1726 Sherman Ave	Tomo Japanese Street Food	7/13/2021	Pending Building Issued – Pending Inspections
3	525 Main St	Wild Fork Foods	4/6/2021	Building Permit Issued – Pending Inspections
4	1508 Sherman Ave	Dollop Coffee	2/11/2021	Building Permit Issued – Pending Inspections
2	1813 Dempster St	Zentli	8/27/2020	Building Permit Issued – Pending Inspections
8	633 Howard St	Estacion	2/4/2020	Building Permit Issued – Pending Inspections



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING JANUARY 28, 2022

Nick Helmer

It is with great sadness to report that *Prospect Heights Mayor Nick Helmer* passed away on Wednesday night. On behalf of the Northwest Municipal Conference membership and staff, we send our heartfelt condolences to the Helmer family, his friends and everyone at the *City of Prospect Heights*.

Are Your Roads Ready for the Rest of Winter?

Winter is finally here in force and the Suburban Purchasing Cooperative (SPC) wants to remind you to place your orders for Liquid Calcium Chloride (Contract # 194) with Sicalco Ltd. of Hinsdale. The price per gallon, inclusive of all fees, is \$0.6428. Stock up on this quick and effective ice melter for your winter program to keep roads, sidewalks, stairs and parking lots safe. Please contact staff or Sicalco owner Frank Sibr, fsibr@sicalco.net or 630-371-2655. *Staff contact: Ellen Dayan*

Granite POTS Replacement Webinar a Success!

On Friday, January 21, Suburban Purchasing Cooperative (SPC) Telecommunications Vendor Granite Government Solutions (Contract #205) held a webinar on Plain Old Telephone Service (POTS) replacement solutions. Given significant cost increases recently imposed to continue servicing POTS lines and as more and more carriers move to abandon these legacy copper phone lines, it makes sense to examine how to save money on replacement solutions. Led by Granite Senior Sales Executive Frank Ventrella, the webinar was attended by 18 municipalities and agencies.

Each month, Granite will host free webinars for SPC participants to discuss topics pertinent to the telecommunications industry and the SPC program. The topic for February's webinar will be SIP – Advanced Data Solutions. Invitations to the webinars are sent to NWMC Assistant Managers, Finance Directors, IT Directors and Purchasing Agents. If someone else in your agency would like to attend, please have them contact NWMC Purchasing Director Ellen Dayan, edayan@nwmc-cog.org to be added to the list. For more information on upcoming webinars or to review the complete lineup of services offered by Granite, please contact Frank Ventrella, 630-649-0823 or fventrella@granitenet.com. *Staff contact: Ellen Dayan*

State, County & City Leaders to Host ARPA Funding Readiness Summit

On Friday, February 4, the State of Illinois, Cook County and City of Chicago are hosting a virtual summit to discuss the American Rescue Plan Act (ARPA) and other recovery funding. The summit will be held from 9:00 a.m. to 4:00 p.m. and will provide an overview of grants and contracts funded by ARPA and what local stakeholders can do to be ready to apply for funding. The event will take place via Zoom and via YouTube livestream. To register for the summit, please visit the event's [registration page](#). *Staff contacts: Kendra Johnson, Eric Czarnota*

Mayors Caucus Seeks COVID-19 Best Practices, Lessons Learned

On Tuesday, staff forwarded a [survey](#) from the Metropolitan Mayors Caucus (MMC) seeking information on local government best practices and lessons learned to date in managing the COVID-19 pandemic. The survey is an initiative from the MMC's Regional COVID-19 Task Force and will serve as a resource to help navigate the ongoing pandemic as well as provide information for current and future leaders. Please note that the survey is very comprehensive and may require staff from multiple departments to provide input. With that in mind, survey responses are due by Monday, February 14. When complete, the Mayors Caucus will send an electronic copy of the report to the region's 275 municipalities. *Staff contact: Mark Fowler*

Transportation Committee Discusses RTA Strategic Plan, New Transportation Legislation

On Thursday, the NWMC Transportation Committee met and received a presentation from Regional Transportation Authority (RTA) Communications Specialist Melissa Meyer and Principal Planner Peter Kersten on the organization's new [Regional Transit Strategic Plan](#). The plan focuses on three tracks: funding; planning; and,

transparent and collaborative engagement. After stakeholder engagement and development of the draft plan during 2022, it will be presented to the RTA board for adoption in January 2023. In other business, the committee discussed two bills ([HB 4276](#) and [SB 2930](#)) filed with the General Assembly that would affect the rules of the road for bicyclists and scooter operators. Please contact staff with comments or additional feedback on either of the bills. *Staff contacts: Eric Czarnota, Kendra Johnson*

Northwest/North Shore Councils Open STP-L Calls for Projects

As a reminder, the Northwest and North Shore Councils of Mayors have opened their biennial calls for local Surface Transportation Program (STP-L) projects. The submission deadline is Friday, March 18 at 5:00 p.m. Eligible projects must be sponsored by communities belonging to one of the two Councils of Mayors staffed by NWMC and must be located on a federally eligible route. Selected projects will be incorporated into a five year program covering federal fiscal years 2023–2027.

NWMC transportation staff hosted a [virtual workshop](#) on January 6 to communicate important information on the calls for projects. The workshop provided a brief overview of STP-L funding and requirements, a timeline of events and deadlines, specific application requirements for each council and tips for successful project management.

Application materials should be submitted via email to northshorepl@nwmc-cog.org for North Shore Council projects and northwestpl@nwmc-cog.org for Northwest Council projects. For more information, including each council’s methodology and application materials, please visit the [North Shore](#) and [Northwest](#) Council websites. *Staff contacts: Kendra Johnson, Eric Czarnota*

Meetings and Events

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

NWMC Finance Committee will meet Wednesday, February 9 at noon via videoconference.

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

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