



Memorandum

Date: November 18, 2022
To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: City Manager's Office Weekly Report for
November 14 - November 18, 2022

Staff Reports by Department

City Manager's Office

Weekly Bids Advertised

Community Development

Weekly Zoning Report

Weekly Inspection Report

Public Works

Apprentice Pay Increase

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing



**Standing Committees of the Council &
Mayoral Appointed Boards, Commissions & Committees**

Monday, November 21, 2022

6:00pm: [Special City Council](#)

Tuesday, November 22, 2022

7:00pm: [Redistricting Committee](#) - Virtual

Wednesday, November 23, 2022

no meetings scheduled

Thursday, November 24, 2022

8:30am: [Referrals Committee](#)

Friday, November 25, 2022

no meetings scheduled

Check the City's Calendar for updates:

[City of Evanston • Calendar](#)

City of Evanston Committee Webpage:

[City of Evanston • Boards, Commissions, and Committees](#)



Memorandum

To: Luke Stowe, City Manager

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

Subject: Bids/RFPs/RFQs Advertised during the Week of November 14, 2022

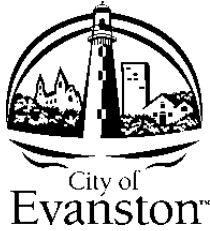
Date: November 18, 2022

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 November 14, 2022

Bid/RFP/RFQ Number/Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Bid 22-67 Interior Renovations at Lovelace Park Fieldhouse	Public Works	Work on this project includes: Removal of existing plumbing fixtures, toilet partitions, grab bars, light fixtures, drinking fountains, rusted doors and door frames. Install new plumbing fixtures including one new toilet in Women's washroom with necessary sewer connections and vent, toilet partitions, grab bars, light fixtures, drinking fountains, doors and door frames where indicated on the drawings. Scrape and paint walls, ceilings, window frames, doors and door frames new and existing. Work shall be performed as indicated on the drawings.	\$300,000	12/13	1/9
RFQ 22-68 Evanston Skate Park at Twiggs Park Prequalification	Public Works	The City of Evanston's Public Works Agency is seeking qualification statements from experienced firms to construct a new skate park at the eastern end of Twiggs	N/A Pre-Qual	12/20	1/23

for Construction Services		Park located south of the North Shore Channel, between Dewey Street and Green Bay Road in Evanston, Illinois. Only contractors that are deemed pre-qualified as a part of this process will be permitted to submit bids for the skate park's construction. Qualification statements will be opened in private.			
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Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: November 18, 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 (224) 296-4489 or ewilliams@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, November 10, 2022 - November 16, 2022

Backlog (business days received until reviewed): 7

Volume (number of cases pending staff review): 11

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	720 Clark Street	D2	Building Permit	Interior remodel	08/17/22	pending additional information from the applicant
1	1621 Chicago Avenue	D4	Zoning Analysis	Planned Development, new 14-story mixed-use building with 140 dwelling units and ground floor retail	10/13/22	pending additional information from the applicant
1	1709 Benson Avenue	D2	Building Permit	Install hood	11/10/22	pending revisions/additional information from the applicant
2	1404 Fowler Avenue	R2	Building Permit	Patio, shed, pergolas, remove and replace walks	04/03/22	non-compliant, pending revisions from the applicant
2	1516 Florence Avenue	R3	Building Permit	Paver patio and pergola	06/07/22	pending additional information and revisions from the applicant
2	1326 Hartrey Avenue	R4	Building Permit	Asphalt driveway	09/08/22	pending additional information from the applicant
2	1623 Crain Street	R3	Building Permit	Pergola	09/29/22	non-compliant, pending revisions and minor variation application from the applicant
2	1504 Ashland Avenue	R3	Building Permit	Open porch and concrete patio	10/17/22	pending additional information from the applicant
3	1032 Michigan Avenue	R1	Building Permit	Remove portion of walk, new stone patio	06/29/22	non-compliant, pending variation application
3	819 Judson Avenue	R5	Building Permit	New 9-unit multi-family dwelling	07/08/22	non-compliant, pending revisions from the applicant
3	924 Sheridan Road	R1	Building Permit	Deck	09/21/22	pending additional information from the applicant
3	504 South Boulevard	R4	Zoning Analysis	New 5-story, 60 unit all affordable multi-family dwelling	11/09/22	pending additional information from the applicant
4	207 Asbury Avenue	R1	Building Permit	Entryway addition	04/25/22	pending additional information from the applicant
4	1322 Greenwood Street	R1	Building Permit	2-story addition and interior remodel	05/16/22	pending revisions per the approved minor variation
4	832 Dempster Street	B2/oH	Zoning Analysis	Administrative Review Use for Ground floor chiropractic office	10/04/22	pending additional information from the applicant
4	1137 Elmwood Avenue	R3	Zoning Analysis	Reuild and expand porch/landing	10/18/22	pending additional information from the applicant
4	1234 Wesley Avenue	R3	Building Permit	Convert existing garage into coach house	10/19/22	pending additional information from the applicant
4	901 Maple Avenue	R5	Building Permit	Rooftop canopy	10/26/22	pending additional information from the applicant
4	1560 Sherman Avenue	D3	Building Permit	Parking garage repairs	11/15/22	pending staff review
5	2046 Dodge Avenue	R3	Building Permit	Addition	09/28/21	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
5	1717 Simpson Street	B1	Building Permit	Repair existing parking lot	03/27/22	pending additional information and revisions from the applicant
5	2201 Dewey Avenue	MXE	Building Permit	Remove brick paver walk, install concrete parking pad	05/20/22	pending additional information from the applicant
5	2012 Maple Avenue	R4a	Building Permit	Garage	06/09/22	non-compliant, pending revisions from the applicant
5	2216 Foster Street	R3	Building Permit	Concrete parking pad	06/25/22	pending additional information from the applicant
5	2216 Foster Street	R3	Building Permit	Pergola	06/30/22	pending additional information from the applicant
5	1819 Hovland Court	R3	Building Permit	Parking pad and driveway	08/27/22	pending additional information from the applicant
5	1920 Asbury Avenue	R5	Building Permit	Rebuild porch	09/22/22	pending additional information from the applicant
5	1836 Hovland Court	R3	Building Permit	Garage	10/04/22	non-compliant, pending revisions or minor variation application from the applicant
5	819 Foster Street	R5	Building Permit	Replace a/c	10/24/22	pending additional information from the applicant
5	2117 Dewey Avenue	MXE	Zoning Analysis	Demolish existing structure, construct 2-unit live/work building	10/24/22	pending additional information from the applicant
5	1820 Brown Avenue	R3	Building Permit	Install pavers and shed	10/25/22	pending additional information from the applicant
5	2146 Asbury Avenue	R3	Zoning Analysis	Add internal ADU in basement of existing 2-flat	10/25/22	pending additional information from the applicant
5	2026 Pratt Court	R4a	Building Permit	Renovate 2nd floor, raise roof	10/31/22	non-compliant, pending minor variation application submittal by applicant
5	2115 Maple Avenue	R4a	Building Permit	Concrete pad and walk	11/01/22	pending revisions from the applicant
6	2417 Thayer Street	R1	Building Permit	Patio	04/02/22	pending revisions from the applicant
6	2634 Lawndale Avenue	R1	Building Permit	Garage	06/10/22	non-compliant, pending revisions from the applicant
6	3700 Glenview Road	R1	Building Permit	Concrete slabs	08/17/22	pending additional information from the applicant
6	2435 Cowper Avenue	R1	Building Permit	2.5-story addition, deck, and 2-story 3-car garage/coach house	09/27/22	non-compliant, pending revisions from the applicant
6	2815 Grant Street	R1	Building Permit	Addition	10/04/22	non-compliant, pending revisions and/or minor variation from the applicant
6	2146 McDaniel Avenue	R1	Building Permit	Garage, 18x20	10/07/22	non-compliant, pending revisions from the applicant
6	2522 Isabella Street	R1	Building Permit	Addition and interior renovation	10/10/22	pending additional information from the applicant
6	3034 Hartzell Street	R1	Building Permit	Replace existing garage	10/19/22	non-compliant, pending revisions or minor variation application from the applicant

6	806 Lincoln Street	R1	Building Permit	Shed	10/21/22	pending additional information from the applicant
6	2440 Ridgeway Avenue	R1	Building Permit	Garage	10/31/22	pending revisions from the applicant
6	2208 Lincolnwood Drive	R1	Building Permit	Addition and interior renovation	10/31/22	non-compliant, pending additional information and a minor variation application by the applicant
6	2727 Payne Street	R1	Building Permit	Walk, stoop, steps, pillars and front planter	11/02/22	pending additional information from the applicant
6	2639 Central Park Avenue	R1	Building Permit	Install generator	11/07/22	pending staff review
6	2110 Forestview Road	R1	Zoning Analysis	Addition	11/15/22	pending staff review
7	2333 Ridge Avenue	R1	Building Permit	Garage, 14x20	11/17/21	non-compliant, pending minor variation application from the applicant
7	2631 Prairie Avenue	R4	Building Permit	New attached garage, addition, and interior remodel	01/28/22	non-compliant, pending minor variation application from the applicant
7	2635 Eastwood Avenue	R1	Building Permit	Detached garage, 20x22	03/25/22	pending revisions from the applicant
7	1219 Noyes Street	R1	Building Permit	Shed	05/26/22	pending additional information from the applicant
7	1130 Colfax Street	R1	Building Permit	Kitchen remodel, convert garage to sitting room, deck	06/14/22	non-compliant, pending revisions from the applicant
7	2202 Hartrey Avenue	R1	Building Permit	Paver patio	07/09/22	pending additional information/revisions from the applicant
7	2129 Pioneer Road	R1	Building Permit	Shed	09/13/22	pending revisions from the applicant
7	2146 Brown Avenue	R1	Building Permit	Replace deck	10/10/22	pending revisions from the applicant
7	2636 Green Bay Road	C2/oCS, R4	Zoning Analysis	Planned Development, new 5-story multi-family dwelling with 51 dwellings, parking and 3 new 4-story townhomes along Prairie Avenue	10/18/22	pending additional information from the applicant
7	8 Milburn Street	R1	Building Permit	Addition	11/03/22	non-compliant, pending revisions and/or minor variation from the applicant
7	2653 Broadway Avenue	R1	Building Permit	Garage	11/09/22	pending staff review
7	1501 Central Street	U2	Zoning Analysis	Demolish existing stadium and ancillary maintenance building, construct new stadium and related site improvements (NU)	11/09/22	pending staff review
7	1804 Central Street	B1a/oCS	Building Permit	Repair rear metal stairs	11/14/22	pending staff review
7	1105 Leonard Place	R1	Building Permit	New pavers and sidewalk	11/15/22	pending staff review
7	2637 Stewart Avenue	R1	Building Permit	Front porch and rear addition	11/16/22	pending staff review
8	1314 Brummel Street	R4	Building Permit	Concrete pad	07/28/22	pending additional information from the applicant
8	713 Case Street	R5	Building Permit	Patio	08/09/22	non-compliant, pending revisions from the applicant
8	321 Howard Street	B3	Building Permit	Interior remodel (Howard Grocery)	08/28/22	pending special use application submittal from the applicant
8	1720 Kirk Street	R1	Building Permit	Replace decking	11/04/22	non-compliant, pending revisions from the applicant

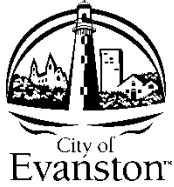
8	2021 Autobarn Place, Unit C	I2	Building Permit	Interior remodel for new offices and food production (Whole and Free Foods)	11/16/22	pending staff review
9	1705 Oakton Street	R3	Building Permit	Gazebo over patio	04/20/22	non-compliant, pending revisions from the applicant
9	2224 Cleveland Street	I1	Building Permit	Pave over gravel parking lot	06/15/22	pending additional information from the applicant
9	822 Wesley Avenue	R3	Building Permit	Install 12 antennas and cabinets	06/21/22	non-compliant, pending revisions from the applicant
9	1429 Oakton Street	R2	Building Permit	Add dormer at 3rd story, relocate rear exterior stair, interior remodel of existing 2-family dwelling	09/06/22	non-compliant, pending revisions from the applicant
9	1224 Washington Street	R3	Building Permit	Replace brick patio with pavers	10/07/22	pending additional information and revisions from the applicant
9	438 Barton Avenue	R2	Building Permit	Replace decks/porches	10/31/22	pending additional information from the applicant
9	724 Custer Avenue	R2	Building Permit	Remove porch, construct new porch	11/14/22	pending staff review
9	1429 Cleveland Avenue	R2	Building Permit	Additio	11/16/22	pending staff review

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
2	2127 Washington Street	R2	Minor Variation	Street side yard setback for additions	10/20/22	pending additional information from the applicant
4	620 Grove Street	D2	Special Use	Special Use for a convenience store	07/25/22	pending additional information from the applicant before a final determination is made
4	1453 Maple Avenue	R6	Major Variation	Major variation for number of dwelling units, rear yard setback, and number of required parking spaces for adaptive re-use of the building to convert the building to residential (Masonic Temple)	09/06/22	pending P&D 12/12/22
4	1012-1016 Church Street	D3	Planned Development	Major Adjustment to an approved planned development to revise the building elevation design and materials, Northlight Theatre, Planned Development approved by Ordinance 114-O-19	09/22/22	pending CC 11/28/22
4	1566 Oak Street	R6	Special Use	Special Use for a Rooming House (Connections for the Homeless, Margarita Inn)	09/28/22	pending LUC 11/30/22
4	1555 Oak Avenue	R6	Special Use	Special Use with use determination to LUC for an Apartment Hotel	10/18/22	pending LUC 12/14/22
5	2044 Wesley Avenue	R4/R5/oWE	Planned Development	New construction of 19 townhomes, a 12-unit multi-family dwelling, new private driveway/alley to access townhomes, new pedestrian path connecting Green Bay Road, Wesley and Jackson Avenues, removal of railroad infrastructure and environmental clean-up of site	02/03/22	pending updated plans from the applicant
5	1801-1805 Church Street	B2/oWE	Subdivision, Special Use, and Major Variation	Special Use for a religious institution, new 3-story building with off-site leased parking spaces	11/15/22	pending LUC 12/14/22

5	1811-1815 Church Street	B2/oWE	Subdivision and Major Variation	New 5-story mixed-use building with ground floor retail and 44 dwelling units above, enclosed ground floor and underground parking with 47 spaces	11/15/22	pending LUC 12/14/22
5	1722 Grey Avenue	R3	Fence Variation	8' tall fence within the front yard	11/11/22	determination after 12/7/22
6	3434 Central Street	R2	Planned Development	New 2-story, 24,916 sf building for a Daycare center - Child (Kensington School)	02/10/22	pending additional details from the applicant, LUC
6	2435 Cowper Avenue	R1	Minor Variation	Building lot coverage for an addition and a 3-car detached garage with ADU	09/09/22	pending additional information from the applicant
7	2733 Prairie Avenue	R3	Minor Variation	Detached accessory use, patio, partially located within an interior side yard where required to be within a rear yard	11/14/22	determination after 12/7/22
8	321 Howard Street	B3	Special Use	Special Use for a convenience store	09/16/22	pending P&D 12/12/22
9	2201 Oakton Street	I1	Special Use/Major Variation	Special Use and major variation for outdoor storage in front yard (Home Depot)	11/09/22	pending DAPR, LUC 01/11/23
9	1733 Oakton Street	R2	Appeal	Appeal of Zoning Administrator's determination of an approved minor variation for an interior side yard setback of 3.9' at a 2nd story addition that aligns with the existing 1st floor	11/09/22	pending LUC 12/14/22



Memorandum

To: Luke Stowe, City Manager

From: Angelique Schnur, Building and Inspection Services Manager

Subject: Weekly Inspection Report

Date: November 18, 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.

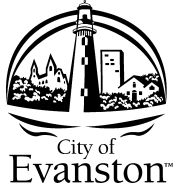
Please contact me at 847-448-8035 or aschnur@cityofevanston.org if you have any questions or need additional information.

Cases Received, November 18, 2022

Field Reports

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	Center block stairwell level G through 4 is complete and the scaffolding is being removed. Staff continues to monitor the site.	11/17/2022
4	1012 Church	Northlight Theater	The open lot is clear and debris free.	11/17/2022
2	2030 Greenwood	Multi-Family Building	The site and construction fence are in good order.	11/17/2022
4	718 Main	Mixed Use Residential/Retail	The construction fence and site remain in good condition. No major change in status.	11/17/2022
8	100 Chicago Avenue (Gateway)	Mixed-Use Retail/Residential	The site and construction fence are in good order.	11/17/2022

1	710 Clark Street	Mixed-Use Office/Laboratory	Construction fence is up. Both structures have been removed and site excavation is underway.	11/17/22
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Memorandum

To: Luke Stowe, City Manager

From: Darrell A. King, Water Production Bureau Chief

CC: Edgar Cano, Public Works Agency Director
Nathan Norman, Workforce Development Coordinator

Subject: Apprentice Pay Increase

Date: November 15, 2022

Background:

The City of Evanston's Public Works Agency operates four apprentice programs which provide introductory training into careers in water treatment, water distribution, sewer collection, and public service system maintenance. First implemented in 2009, the City of Evanston has provided paid on-the-job training to a number of Evanston community members seeking to update their job skills. The following four Public Works Agency apprentice programs are available to community members:

1. Water Worker I (WWI) Apprentice (since 2009): apprentices will be assigned to the distribution, sewer, pumping and filtration divisions. The duration in each division will be six months. This program will serve as an apprenticeship in preparation for becoming a Water Worker I. The job description is generally similar to that of a Water Worker I position, but in a learning capacity. The duration in each division is approximately six months. There are a total of four WWI apprentice positions. This is a two year apprenticeship.
2. Water Plant Operator (WPO) Apprentice (since 2017): this program will serve as a one year apprenticeship in preparation for becoming a Water Plant Operator. The job description is generally similar to that of an entry level Worker position, but in a learning capacity. Each apprentice will spend approximately six months in the Pumping and Filtration divisions. There are a total of two WPO apprentice positions. This is a one year apprenticeship.
3. Public Works Maintenance Worker I Apprentice (since 2016): This is an entry-level manual labor apprentice program involving on-the-job training to learn and perform maintenance and repair work in the Streets, Traffic, Forestry, Greenways, and recycling and Environmental Divisions. There is a total of one apprentice position. This is a two year apprenticeship.
4. Lead Service Line Replacement Workforce Development Workers (since 2022): This is an entry-level manual labor workforce development program involving on-the-job training to perform lead service line replacements (city owned), as well as maintenance and repair on the municipal water distribution and sewer conveyance

systems, and pavement Work involves participating in the replacement of lead service lines, repair and restoration of streets, sidewalks, alleys and parkways, detection of water/sewer line leaks, and maintenance and repair of the water/sewer system. There are a total of seven workforce development worker positions. This is a two year apprenticeship.

The minimum requirements to apply for the apprentice programs are the following:

- All applicants must possess a high school diploma or GED
- Have a valid driver's license and safe driving record, or have the ability to obtain one
- Be a community member of Evanston (Zip code 60201 or 60202)

The following summary outlines the current apprenticeship compensation:

- All apprentices must work 40 hours/week. Work hours will be determined by the section to which the employee is assigned.
- Compensation is at the following levels:
 - Level One - \$14.00/hour (first six months)
 - Level Two - \$16.00/hour (second six months)
 - Level Three - \$18.00/hour (final twelve months)
- Apprentices will not be eligible to work overtime.
- All absences will be unpaid.
- Basic health insurance benefits effective the first day of the month following employment.

Summary:

The annual inflation rate for the United States is 8.2% for the 12 months ended September 2022 after rising 8.3% previously, according to U.S. Labor Department data published Oct. 13, 2022. In addition, employer demand for workers remains historically strong which has resulted in workers having the power to negotiate or accept other jobs for better pay, benefits and other aspects of their jobs. Apprentice recruitment has been very challenging at the current compensation. As a result, staff intends to increase the compensation for all four apprenticeship programs to reflect the following levels:

- Level One - \$18.00/hour (first six months)
- Level Two - \$20.00/hour (second six months)
- Level Three - \$22.00/hour (final twelve months)

The pay rate increase will achieve the following:

- Enable alignment by offering a competitive and more livable wage.
- The increased pay rate will serve as a way to attract quality candidates and cultivate a local talent pipeline to fill available entry-level positions.

Staff will process personnel change forms increasing pay to the aforementioned compensation levels for all existing apprentices (four) and future apprentices effective November 21, 2022. Funding for this increase will continue to be charged against existing accounts designated for apprenticeship programs. Funding has been included in the 2023 budget request and any overage during 2022 or 2023 can be off-set by the Water Fund Reserves account.



Memorandum

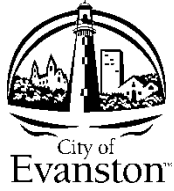
To: Honorable Mayor and Members of the City Council

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

Subject: Food Establishment License Application Weekly Report

Date: November 18, 2022

Ward	Property Address	Business Name	Date Received	Current Status
6	3330 Central St	Subway	11/17/22	Change of Ownership – Pending Inspections
4	610 Davis St	Taste of Nepal	10/20/2022	Pending Inspections – Change of Ownership/Name
2	1160 Dodge Ave	Buffalo Wild Wings Go	8/11/2022	Pending Building Permit Issuance
5	1608 Emerson St	Fat Zee's	8/11/2022	Change of Ownership – Pending Inspections
4	950 Church St	Big Wig Tacos	7/22/2022	Building Permit Issued – Pending Inspections
2	1715 Maple Ave	AMC Evanston 12	7/21/2022	Pending Building Permit Issuance (License Issued for Temporary Concession)
2	1715 Maple Ave	Sky Zone/Circus Trix	7/13/2022	Pending Building Permit Issuance
1	720 Clark St	Mas Salud	7/7/2022	Pending Building Permit Issuance
4	1500 Sherman Ave	Good Wolf	06/22/2022	Pending Building Permit Issuance
5	1831 Emerson St	La Michoacana	5/01/2022	Pending Building Permit Issuance
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Building Permit Issued – Pending Inspections
2	1813 Dempster St	Zentli	8/27/2020	Pending Certificate of Occupancy
8	633 Howard St	Estacion	2/4/2020	Pending Certificate of Occupancy



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: November 18, 2022

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, date received and current status.

Please contact me at liquorlicense@cityofevanston.org if you have any questions or need additional information.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of November 18, 2022

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
1	Hokkaido Ramen	812 Church St. Evanston, IL 60201	D	Resturant	11 a.m. — 1 a.m. (Mon-Thurs); 11 a.m. — 2 a.m. (Fri-Sat); 10 a.m. — 1 a.m. (Sun)	Pending



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING NOVEMBER 18, 2022

HAPPY THANKSGIVING!!

Editor's Note:

From all of us and our families to you and yours, have a Happy and Safe Thanksgiving! The NWMC Director's Weekly Briefing will return on Friday, December 2.

At the Top of Your Holiday Checklist.....

Should be a reminder to RSVP for the NWMC Holiday Celebration! On Wednesday, December 14, the Northwest Municipal Conference will host a celebration to wish our members, legislators and friends the happiest of holiday seasons! This free event will be held from 6:00 p.m. to 8:00 p.m. at the Chateau Ritz, 9100 Milwaukee Avenue in Niles. Please RSVP your attendance to Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org by Thursday, December 1. *Staff contacts: Mark Fowler, Larry Bury, Marina Durso*

SPC Renews Granite Telecommunications Contract with No Price Increases!

The Suburban Purchasing Cooperative (SPC) Governing Board is pleased to announce the first of four possible, one-year contract extensions on the SPC Telecommunications Contract (#205) with Granite Telecommunications, LLC. The extension runs from December 1, 2022 through November 30, 2023 with no price increases. Please visit the [SPC Telecommunications program webpage](#) to learn more about Granite's services and prices. For questions or additional information, please contact staff or Granite Senior Sales Executive for Illinois Government and Education Frank Ventrella, 630-649-0823 or FVentrella@granitenet.com. *Staff contact: Ellen Dayan*

LGDF Survey Critical to Strengthen Restoration Campaign

As part of the campaign to restore the Local Government Distributive Fund (LGDF), the NWMC is conducting a survey to generate materials for distribution to the Governor, legislative leaders and NWMC legislators. Members should have received the survey last week, but please contact staff if you need the link. The Restore LGDF Coalition will utilize the survey data and information to generate a customized document for each Conference member. These one-pagers will assist communities and the Conference in communication with legislators heading into the spring 2023 legislative session. If your community has not yet responded to the survey, please do so by Wednesday, November 23. For further information, please contact NWMC Policy Analyst Chris Staron, cstaron@nwmc-cog.org. *Staff contact: Chris Staron*

Support the Municipal Candidate to the IFPIF Board of Trustees

From the Illinois Municipal League (IML):

Ballots have been mailed to mayors, village presidents and town presidents who are eligible to vote for members of the Illinois Firefighters' Pension Investment Fund (IFPIF) Board of Trustees. The Illinois Municipal League (IML) has endorsed Doug Krieger, City Manager for the City of Naperville, for election to the Board. To be eligible to vote, a municipality must have a participating firefighters' pension fund.

More information about the IML endorsed candidate is on our website ([available via this link](#)). It is important that all eligible mayors, village presidents and town presidents (those with an Article 4 downstate firefighter pension fund) return their completed ballots prior to December 1, and it is requested that municipal officials support Doug Krieger as the endorsed municipal candidate by IML. If you are an eligible mayor, village president or town president and have not received a ballot in the mail, please contact IML at (217) 525-1220 so we can ask for a replacement ballot to be sent to you. *Staff contact: Mark Fowler*

MMC to Host Quarterly Meeting December 12

The Metropolitan Mayors Caucus (MMC) announced this week that it is reconvening its regular quarterly meetings after a nearly three year hiatus due to the COVID-19 pandemic. The next meeting will be held on Monday, December 12 from 9:00 a.m. to 1:00 p.m. at the Donald E. Stevens Convention Center, 9301 W. Bryn Mawr Avenue in Rosemont.

Attendees will honor outgoing MMC Chair and Palos Park Mayor John Mahoney, as well as retired Executive Director Dave Bennett, who stepped down on Tuesday after twenty-one years of leading the organization. Please mark your calendars and RSVP to mfowler@nwmc-cog.org by Tuesday, December 6. *Staff contact: Mark Fowler*

Final Reminder: Lead Service Lines Identification Grant Application Deadline is December 2

As a reminder and in accordance with the Lead Service Line Replacement and Notification Act, community water suppliers are required to deliver a complete material inventory for all water service lines in their community to the Illinois Environmental Protection Agency (IEPA) by April 15, 2024. To that end, a new funding opportunity to assist communities in meeting this requirement is now accepting applications. The Lead Service Line Inventory (LSLI) Grant Program is offering grants to local governments ranging from \$20,000-\$50,000 to fund the creation of a complete lead service line inventory.

IEPA expects to award a total of \$2,000,000 across 40 to 100 grants, with funding limited to a maximum of \$50,000 per applicant. Additional information, including all required forms, is available by visiting the [Illinois EPA website](#). The deadline to apply for the LSLI Grant Program is Friday, December 2. *Staff contacts: Mark Fowler, Larry Bury*

Final IDOT TARP Application Reminder

Just a reminder that the Illinois Department of Transportation (IDOT) is accepting applications for the \$7 million [Truck Access Route Program](#) (TARP). Applications should include information pertaining to prior IDOT commitments, a description of industries, municipalities and truck generators along the proposed route, projected growth in the area and the number of trucks using the proposed route. Completed project applications and location maps should be submitted to the appropriate IDOT District Local Roads and Streets office no later than Monday, November 28. Project award notifications are anticipated to be announced during the week of December 19.

Applications and more information can be found by visiting the [IDOT website](#). Please direct any questions to Local Program Development Engineer Stephane B. Seck-Birhame, 217-782-3972 or Bablibile.Seck@Illinois.gov. Questions regarding design issues should be addressed to the appropriate District Local Roads Field Engineer. *Staff contacts: Kendra Johnson, Eric Czarnota*

Last Chance to Apply for USDOT Thriving Communities Program

The U.S. Department of Transportation (USDOT) is seeking applications for its new Thriving Communities Program. The program will provide two years of technical assistance to communities that are under-resourced and disadvantaged, supporting them with developing and delivering projects that can encourage revitalization.

Nonprofits, state, local or tribal governments can apply now for the capacity builder portion of the program. Capacity builders can apply individually or as a team through Tuesday, November 22. Capacity builders funded through the program will assist selected communities with developing projects. Additionally, state, local, tribal governments, metropolitan planning organizations, and transit agencies are eligible to receive program assistance when applying with community partners. Groups can submit a letter of interest to participate in the Thriving Communities Program by Tuesday, December 6. For more information, please visit the [USDOT's website](#). *Staff contacts: Kendra Johnson, Eric Czarnota*

IDOT Seeks Competitive Freight Program Applications – Webinar Today

The Illinois Department of Transportation (IDOT) is seeking applications for a new round of the Illinois Competitive Freight Program. Total funding of approximately \$200 million in National Highway Freight Program funds will be available through 2026. Approximately 30 percent of annual funding will be made available for intermodal rail and water projects. This competitive grant program will be used to create a freight investment plan that will become part of the 2022 Illinois State Freight Plan update currently being developed. Applicants should assume a 20 percent match requirement of non-federal funds. Successful proposals will address one or more goal areas which include

safety, reliability, system enhancements, operational needs, truck parking, modal connectivity and mode shift.

The application form and Program Guidance document are available by visiting the [IDOT website](#) and applications are due Monday, December 19. A [webinar](#) to answer questions and provide additional information will be held from 1:00 p.m. to 3:00 p.m. today Friday, November 18. Please contact DOT.ILFreightPlanning@illinois.gov for more information. *Staff contacts: Kendra Johnson, Eric Czarnota*

UIC Seeks Public Management, Policy and Analytics Capstone Projects

From the desk of University of Illinois at Chicago's (UIC) Jeffrey Gawel:

The UIC Department of Public Policy, Management and Analytics is once again soliciting proposals for MPA and MPP capstone project teams for the upcoming spring 2023 semester! The capstone project is meant to be a “learning in action” experience that gives students in the Master of Public Administration and Master of Public Policy programs the opportunity to engage in meaningful work in a real-world setting. Each capstone team works with the client organization on a particular problem or challenge to which the students can apply their training and expertise. Potential areas of specialization include financial management; human resource management; public policy; program evaluation; and information management. The projects last the entire semester (early January through May) in order to provide the students an opportunity to perform in-depth work, including data analysis. In return, the capstone teams can also provide a valuable and free service to their respective clients by working together in addressing the identified needs.

The deadline for submission of project proposals for the spring 2023 semester is Monday, December 5, 2022. The RFP document is attached to this email and can also be found, along with the application form and examples of past projects, at <https://go.uic.edu/capstone>. For additional questions, please contact Jeffrey Gawel, jgawel@uic.edu. *Staff contact: Mark Fowler*

Meetings and Events

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

NWMC Transportation Committee will meet on Thursday, December 1 at 8:30 a.m. at the NWMC office and via videoconference.

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

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