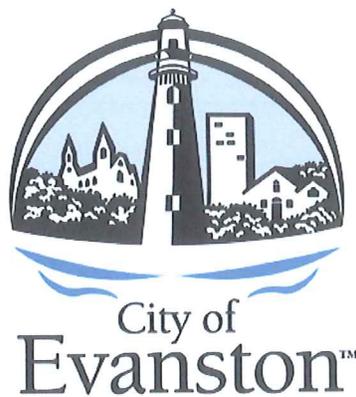


**Public Works Agency
SNOW AND ICE CONTROL PROGRAM
AND
OPERATIONS MANUAL**



**Public Works Agency
2100 Ridge Avenue
Evanston, IL 60201**

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I. INTRODUCTION

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The Public Works Agency recognizes that snow and ice control is one of the most important and visible operations performed by the Agency.

In northern climates snow and ice events pose a serious safety risk and major disruptions to the economy of the city. The mission of Snow and Ice Operations in Public Works is to maintain or re-establish safe conditions to all streets and sidewalks that are maintained by the City.

Winter storm events can strike at any time of the day or night and each storm is unique in its delivery of precipitation. The uniqueness of each storm demands a flexible response by Public Works. Such things as storm intensity, rate of accumulation, timing, wind speed and temperature must be considered when making decisions on how to respond to a storm.

Because winter weather is unique, the actual response to winter precipitation events may be altered beyond what is depicted in this plan. Alterations and adjustments occur to match the needs of the actual conditions.

This plan for Snow and Ice response is designed to be a guideline to storm management and a catalogue of available resources.

II. EXECUTIVE SUMMARY

City of Evanston
Snow and Ice control Program
Executive Summary

INTRODUCTION

Winter weather can be a challenge in the effort to provide services to the community. In northern climates snow and ice events pose a serious safety risk and major disruptions to the economy of the city. The mission of Snow and Ice Operations in Public Works is to maintain or re-establish safe conditions to all streets and sidewalks that are maintained by the City. Winter storm events can strike at any time of the day or night and each storm is unique in its delivery of precipitation. The uniqueness of each storm demands a flexible response by Public Works. Such things as storm intensity, rate of accumulation, timing, wind speed and temperature must be considered when making decisions on how to respond to a storm. This plan for Snow and Ice response is designed to be a guideline to storm management and a catalog of resource to combat the elements.

SNOW COMMAND STRUCTURE

The command structure of snow operations is divided into different levels with differing responsibilities and different shifts to provide immediate coordinated responses to unforeseen conditions.

Snow Administrator – Is typically the Bureau Chief of Infrastructure Maintenance or Director of The Public Works Agency. Their role is the overall management of the plan, monitoring weather conditions, level of response, Communication with the City Manager and Elected Officials and the public.

Snow Shift Supervisors – Are responsible for the immediate decision making and supervision of crews performing snow and ice operations. This position is typically the supervisor of streets and one other assigned public works supervisor. They may have additional supervisory support based on level of storm and need.

Operational Personnel – Snow equipment operators, maintenance worker and seasonal support assigned to participate in snow and ice operations. Snow operations can be expected to span a 24 hour period in which crews and supervisors will be split into 12 hour shifts.

Additional Supervisors and Tow Commanders – If conditions warrant additional support and extra staff may be brought in to assist Snow Commanders and manage fleet and towing operations.

WEATHER FORECASTING

The key to any successful snow and ice operation is to be prepared in advance for the predicted conditions that are about to occur and remain flexible to handle any revised conditions should they occur. Flexibility is critical in an area that has influences from Lake Michigan where conditions can be different from one side of the City to the other. Currently the City has two levels of forecasting. One gives us the day to day conditions and longer range forecasts and the other provides immediate warnings and storm updates. Both in combination give City staff the ability to craft a response plan that will effectively manage conditions.

WINTER STORM OPERATIONS

Winter storm operations generally consist of numerous stages. Each stage has its own level of complexity and requires the Snow Command Staff to closely monitor conditions. Crew performance operations are generally divided into the following stages.

- 1) **PRETREATMENT:** This stage consists of anti-icing and pre-salting. In the case of anti-icing, this is an activity that can be done days in advance of a storm. Anti-icing is the application of salt brine and agricultural by products in liquid form to the road surface during dry conditions. The mixture dries on the roads and is ready for the first snowfall. The mixture will eliminate or reduce the bonding of snow and ice to the pavement and reduce the additional amount of salt required to keep the road safe. Pre-salting is an activity that is preformed just prior to snowfall. Timing is critical when pre-salting. If salt is applied too early prior to snowfall, it could be blown off the road by wind or pushed off by traffic.
- 2) **PRE-STORM EQUIPMENT CHECK:** Hours prior to a storm, operators will check out all equipment projected to be used during the storm. Last minute repairs and adjustments will be made to insure all equipment is operational.
- 3) **ALERTING CREWS:** Based on the projected start time of the precipitation every effort will be made to alert crews before the snow begins falling. If the storm is anticipated to start during critical travel times, crews will be alerted and prepositioned to create a more rapid response time.
- 4) **MANAGING THE STORM:** As the storm begins and precipitation accumulates, crews are dispatched to begin the process of managing the storm. The objective in this stage is to maintain safe road conditions for the duration of the storm. Salting begins immediately as the

snow begins falling and plowing occurs as soon as accumulations reach 1" – 2". Plow and salting operations will continue in an effort to mitigate the overall accumulations on the road surface.

- 5) OPERATIONAL DURATIONS: Winter storms will, by their nature, vary in intensity and duration. When necessary storms may result in mandatory 12 hour shift for personnel assigned to support snow operations. By moving to an on-off shift system the health and safety of the employees will be better assured. Rotation of shifts will last as long as necessary to complete all phases of the storm work.
- 6) CLEAN UP: Once the snow has stopped falling and the storm is complete, crews on the street will move from a storm management mode to a cleanup mode. Clean up requires a more detailed effort than the storm management phase. In the storm cleanup phase, crews are making sure that all streets are plowed curb to curb, all dead ends and cul-de-sacs are plowed, City owned sidewalks are cleared and parking lots are plowed and open. The cleanup phase may take a number of days to complete depending on the severity of the storm and the parking restrictions in place.

SNOW PLOWING AND SALTING ROUTES:

The City of Evanston is divided into nine (9) primary snow routes. Each route divides the City into geographic regions that try to balance the overall city street mileage. During a significant snow event, the nine (9) primary routes are sub-divided into additional sub routes so that additional equipment can be mobilized and put to effective use to manage and clean up a storm. Additional routes have also been created for sidewalks and parking lots.

PARKING RESTRICTIONS:

Parked cars are a constant obstacle for plow operators to navigate around and can prevent City crews from providing a quality job removing ice and snow. In Evanston, where on street parking is a necessity, the following snow parking restriction facilitate efficient clean-up.

Snow Route Parking Bans (Main Thoroughfares)

A snow route parking ban may be declared after the accumulation of two (2) inches of snow on the roadway. During a Snow route Parking Ban, parking is prohibited on those streets designated by appropriate signs between the hours of 11:00 p.m. and 6:00 a.m. The Police Department is contacted in the evening prior to the Snow Route Parking Ban. All cars towed under this restriction are removed from the streets and towed offsite. The Police Department handles the associated paperwork for the towing. The Tow Commander in charge of the night operation will travel the Snow Routes prior to 11:00 p.m. and will direct the Police Department where the towing activities should take place. Cars not targeted for towing should still be ticketed during the Snow Route Parking Ban. The Traffic Bureau Supervisor is the contact with the Police Department regarding towing operations.

Snow Emergency (Residential Streets)

A Snow Emergency may be declared when four (4) inches or more of snow has accumulated on the roadway. The declaration of a Snow Emergency prohibit parking on the even side on even dates and the odd side on odd dates on residential streets posted for alternate side parking between the hours of 8:00 a.m. to 6:00 p.m. Once declared, the restriction is in effect for two days to allow for the clearing of both sides of the street. Towing in this operation includes the relocation of vehicles parked in violation of the Parking Ban. Towing contractors move the cars while the block is cleared and cars are relocated to within one block of the vehicles original location once the plowing operations are complete. The Police Department is responsible for the towing of the vehicles and keeping track of the required paperwork. The Towing Commander coordinates snow removal operations with the Police Department employees during this snow removal operation. Ticketing of cars on streets where relocation will not occur is conducted during a Snow Emergency.

CITY RESOURCES

Manpower

Public Works

- Streets - 15
- Sanitation - 18
- Forestry - 17
- Parks – 18
- Traffic - 7
- Facilities - 16
- Engineering – 6
- Fleet - 10
- Water - 8
- Sewer - 8

Administrative Services

- Parking Officers – 10
- Admin for Parking Officers- 2
- Meter Repair (including Supervisor)- 3

Customer Service

- 311 –
- PW Agency - 6

Equipment

- Streets – 19 trucks, 3 front end loaders, 1 loader backhoe 1 grader
- Forestry – 9 trucks, 1 front end loader
- Parks – 10 trucks, 1 front end loader, 8 sidewalk plows
- Water & Sewer - 7 trucks, 1 front end loader, 2 loader backhoe
- Sanitation - 8 trucks, 2 sidewalk plows
- Parking - 2 trucks

OTHER CITY RESOURCES

Community & Economic Development and Health inspectors and supervisors may be called in to assist with snow removal on private property and businesses.

CONTRACTED SUPPORT:

Although snow and ice operations can be completed by City staff and crews during normal snow events, significant winter events may exceed the capacity of existing staff and equipment. In those scenarios a list of available contractors is maintained and updated each year that provides what type of equipment is available and in what quantity. Should the need arise the contractors could be mobilized to assist City crews in cleanup operations.

COMMUNITY ENGAGEMENT:

The City uses the following resources to inform the public about parking restrictions and storm operations.

311

Cityofevanston.org/snow

City e-newsletter

Facebook

Twitter

Snow line 847-864-SNOW

WPXZ-497 AM Radio 1650

Cable Channel 16

Posted Signs

III. OPERATIONAL OVERVIEW & LEVELS OF SERVICE

III OPERATIONAL OVERVIEW OF WINTER STORM OPERATIONS & LEVELS OF SERVICE

WINTER STORM OPERATIONS;

Winter storm operations generally consist of numerous stages. Each stage has its own level of complexity and requires the Snow Command Staff to closely monitor conditions. Crew performance operations are generally divided into the following stages.

- 1) **PRETREATMENT:** This stage consists of anti-icing and pre-salting. In the case of anti-icing, this is an activity that can be done days in advance of a storm. Anti-icing is the application of salt brine and agricultural by products in liquid form to road during dry conditions. The mixture dries on the roads and is ready for the first snowfall. The mixture will eliminate or reduce the bonding of snow and ice to the pavement and reduce the additional amount of salt required to keep the road safe. Pre-salting is an activity that is preformed just prior to snowfall. Timing is critical when pre-salting. If salt is applied too early prior to snowfall, it could be blown off the road by wind or pushed off by traffic.
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LEVELS OF SERVICE;

Once the winter precipitation has ended and the cleanup phase has begun the expectations of the residents and visitors is that thing will return to normal as quickly as possible. Operations to recover from a winter precipitation event take time and below are the time frames that the Public Works Agency will strive to achieve to meet the expectations of the public.

MAIN ROADS – Designated snow routes

All of the major roads thru Evanston are designated snow routes. These road carry the largest volume of traffic and are treated with priority. The objective of the snow and ice program is to clear these roads curb to curb where possible with in four (4) hours of the end of a winter precipitation event.

RESIDENTIAL STREETS - streets other than snow routes

The majority of the street mileage in Evanston belongs in this category. Although these streets have less average traffic they are still important to the system and are treated as a second level priority. The objective of the snow and ice program is to clear these streets curb to curb where possible with in eight to ten (8-10) hours after the end of a winter precipitation event.

PARKING LOTS – all City owned lots and City buildings

The objective of the snow and ice program is to have all City owned lots open and passible with in six (6) hours after the winter precipitation has ended and cleaned edge to edge where possible with in twelve to twenty four (12 – 24) hours after the winter precipitation event has ended. It is recognized that some parking lots that have long term permitted parking maybe difficult to clear because of the consistently parked cars.

SIDEWALKS – all sidewalk adjacent to City owned properties

The objective of the snow and ice program is to clear all sidewalks adjacent to all City owned properties with in twenty four (24) hours after the winter precipitation event has ended. Sidewalks in business districts have a courtesy path cleared down the main

portion of the walk and cross walk sections across streets. Complete clearing of the walk is still the responsibility of the adjacent property owner per City Code.

SNOW CLEANUP IN BUSINESS DISTRICTS – after all primary activities are accomplished.

When the accumulation of any one winter precipitation event or several events combined become an obstruction for pedestrians or patrons of businesses the Public Works Agency will initiate a business district cleanup. This cleanup may last for numerous days and may require additional specific parking restrictions in the targeted cleanup area. The objective of this portion of the snow and ice program is to completely remove all snow and ice piles and windrows from the sidewalks and roads in the targeted business district. The snow is hauled away to an offsite location and if necessary melted to maintain storage space.

IV. SNOW COMMAND STRUCTURE

IV SNOW COMMAND STRUCTURE

The command structure of snow operations is divided into different levels with differing responsibilities and different shifts to provide immediate coordinated responses to unforeseen conditions.

Snow Administrator – Is typically the Bureau Chief of Infrastructure Maintenance or Director of The Public Works Agency. Their role is the overall management of the plan, monitoring weather conditions, level of response, Communication with the City Manager and Elected Officials and the public. The Snow Administrator monitors the progress of operations and is responsible for declaring snow route parking bans or snow emergencies.

Snow Shift Supervisors – Are responsible for the immediate decision making and supervision of crews performing snow and ice operations. This position is typically the Supervisor of Streets and one other assigned Public Works Supervisor. Typically two (2) Supervisors are on duty during a routine snow event. They may have additional supervisory support based on level of storm and need. The Snow Shift Supervisors handle all snow related requests and or complaints. Identifies snow removal priorities and ensures snow removal goals are met. Snow shift supervisors are also responsible for City facilities, Parking lots, Sidewalks and Cleanup Operations when required.

Operational Personnel – Snow equipment operators, maintenance workers and seasonal support assigned to participate in snow and ice operations. Snow operations can be expected to span a 24 hour period in which crews and supervisors will be split into 12 hour shifts. Currently the City has eighty (80) front line snow and ice control personnel with a total number of ninety four (94) employees trained in snow and ice control operations and available if needed.

Additional Supervisors and Tow Commanders – If conditions warrant additional support and extra staff may be brought in to assist Snow Commanders and manage fleet and towing operations.

Night Shift – Starting December 1st and ending March 31st the Public Works Agency will assign 6 employees to work a night shift. This shift will start at 12am and conclude

at 8am as normal working hours five day per week. This shift will also work weekend if required. The reason for the overnight shift is to provide a rapid response to any un-forecasted or surprise lake effect event that might occur overnight.

V. WEATHER FORECASTING

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The key to any successful snow and ice operation is to be prepared in advance for the predicted conditions that are about to occur and remain flexible to handle any revised conditions should they occur. Flexibility is critical in an area that has influences from Lake Michigan where conditions can be different from one side of the City to the other. Currently the City has two levels of forecasting. One gives us the day to day conditions and longer range forecasts and the other provides immediate warnings and storm updates. In addition all forecasts we receive are compared to each other and internet sources for which allows operations to have the best understanding of what kind of event we should plan for. Both in combination give City staff the ability to craft a response plan that will effectively manage conditions.

In addition to weather forecasting the Public Works Agency monitors pavement temperature using portable sensors mounted on Supervisors and administrators vehicles. Understanding what the temperature of the pavement is give us the ability to program pre-treatments and provides guidance as to staffing levels.

Enclosed are samples of daily forecasting and storm warnings we receive.



Weather by Request

Outsmarting Mother Nature Since 2004

Morning Weather Report

Tuesday, October 27, 2015

Precip Yesterday: None

Yesterdays High/Low: 61/37

3 Day Trend: Active pattern

Normal High/Low: 58/40

Snow Yesterday: None

Today's Record High/Low: 83/24

DAY: Tuesday

WEATHER/Time of Precipitation: Cloudy with a 60% chance of light rain/sprinkles developing around 12pm-and continuing through 4pm. Best coverage near and south of I-88. 70% chance of steady rain after 4pm or 5pm-and continuing through 3am Wednesday. Becoming windy this afternoon and into tonight. Rain amounts from 12pm to 3am Wednesday: 0.45 to 0.80 in.

HIGH TEMPERATURE: 59 by 2pm or 3pm

WIND: E at 5-10 mph, increasing to 10-20 G 25 mph after 12pm. SE winds tonight at 10-20 G 25 mph.

DAY: Wednesday

WEATHER/Time of Precipitation: Cloudy and becoming very windy with a 60% chance of occasional showers from 3am to 8am and again from 11am to 9pm. 30% chance of patchy drizzle from 9pm to midnight. Rain amounts: 0.15 to 0.35 in.

LOW/ HIGH TEMPERATURE: 54/ 59

WIND: SW at 5-11 mph, becoming W by 12pm and increasing to 15-25 G 35-40 mph.

DAY: Thursday

WEATHER/Time of Precipitation: Some sun early, then becoming cloudy. 25% chance of patchy drizzle from 10am to 4pm. Windy and cool. Rain amounts: Trace

LOW/ HIGH TEMPERATURE: 37/ 49

WIND: NW at 15-25 G 30 mph

Extended Forecast

FRIDAY: Partly cloudy. 36/ 56

SATURDAY: Becoming cloudy with a 40% chance of occasional showers from 8am to 6pm. Rain amounts: 0.10 to 0.25 in. 42/ 60

SUNDAY: Partly cloudy. 48/ 64

Weather Headlines/Special Weather Statements:

Weather Advisories from the Weather Service: None

Severe Weather Probabilities: Severe t-storms are not expected this week.

Drought Information & Updates: No drought is expected through early November.

Top Weather Highlights Include: (1.) Developing storm system will merge with a northern wave with widespread rain developing by this afternoon and evening. Many locations will pick up around or slightly more than 1 inch. (2.) Wrap around showers and gusty winds likely on Wednesday. Some drizzle may continue into Thursday. (3.) Next system will approach by next weekend with an increasing chance of rain on Halloween. (4.) Warmer temps expected by next week.

Dewpoint/amount of moisture present: 7am: 41 degrees 7pm: 48

Working & Storm Class Conditions today (WBR) =(3): Deteriorating Working Conditions This Afternoon: Showers are developing across central and southeast Illinois as of early morning. This area is moving slowly to the north and will be moving toward the southern suburbs later this morning and around 12pm. Some light rain may sneak into the far southern suburbs before then. Dry air across the area initially may keep much of the rain just to our south, however, rain chances will begin to increase by early afternoon with more widespread rain after 4pm or 5pm toward the end of the work day.

Hours: For summer clients, my cut-off time is 6pm sharp during the week and 12:30pm sharp on Saturday's. No Sunday calls please. If weather conditions are quiet over the weekend, the morning report may be sent a little later.

WEATHER COMMAND

SNOW and ICE STORM WARNING

600 FIRST BANK DRIVE, SUITE A

MURRAY & TRETTEL, INC Certified Consulting Meteorologists

STORM NUMBER

PALATINE, ILLINOIS 60067

FOR: YOUR DETAILED WARNING

847-963-9000 FAX: 847-963-0245

DATE: 03/23/15

TIME: 01:39 AM

1503230139

Given By: MAR

Received by:

SNOW AND ICE WARNING DETAILS BELOW

Forecast condition table with columns for A (Operational Color Code), B (Type of Precipitation), C (Time of Beginning), D (Time of Ending), A1 (Color Code Change), B1 (PRECIP Change Time), C1 (PRECIP RESTART Time), D1 (PRECIP RE-END Time), E (Snowfall Accumulation), F (Recommendations and Comments), G (Temperature), H (Winds), and I (Weather Following Storm).

J. Remarks: LIGHT SNOW DEVELOPS 4-5 AM BECOMES HEAVIER BY 7 AM, THEN DIMINISHING BY 11AM. SNOW MAY MELT ON PAVEMENT AT THE START AND THEN BEGIN TO STICK AS SNOWFALL RATES INCREASE. LOOK FOR BETWEEN 1 AND 2 INCHES ON PAVEMENT BY MID MORNING WITH A SLIGHT CHANCE FOR 2+ INCHES. IMPROVEMENT WILL COME AFTER 11AM AS SNOW DIMINISHES TO VERY LIGHT SNOW AND DRIZZLE AND AIR AND PAVEMENT TEMPERATURES BEGIN TO RISE BACK TO ABOVE FREEZING FOR THE AFTERNOON.

N.B. All warnings and details contained herein are made subject to the inherent limitations of the science of Meteorology. Because of this, these warnings and details therein should be considered supplementary to and are not intended to replace other pertinent weather information or road condition reports. As the probability factors, herein illustrate, there is a margin of error in all weather forecasting that must be acknowledged and accounted for.

VI. SNOW & ICE OPERATIONAL PLANS – STREETS

VI. SNOW AND ICE OPERATIONAL PLANS - STREETS

The City of Evanston has created various levels of responses to winter precipitation events. The objective is to provide a guideline in these plans as a point of departure for the requirements necessary to manage the actual event.

- 1) Pretreatments – Anti-icing is a technique used to prevent the bonding of snow and ice to the pavement. Public Works will begin anti-icing approximately 24 hours before a precipitation event begins. Conditions need to be favorable for anti-icing to be effective. Anti-icing should not take place if rain is forecast prior to the precipitation becoming frozen. This will dilute out the treatment and the anti-icing will be ineffective.

The main focus during and anti-icing operation are the posted snow routes in the City. Four (4) trucks are typically used to treat all the snow routes as well as hills and slopes. Trucks 616, 614, 601 and 543 are the primary vehicles for anti-icing.

Five employees are used during anti-icing operations. Typically a crew leader, EOIII and three EOII make up the crew.

- 2) Salting Operations – Salting or treating of the streets is usually the first stage of a response to a winter precipitation event is continued throughout the snow or icing event. Frequently, salting and minimal plowing is all that is required as a snow and ice response.

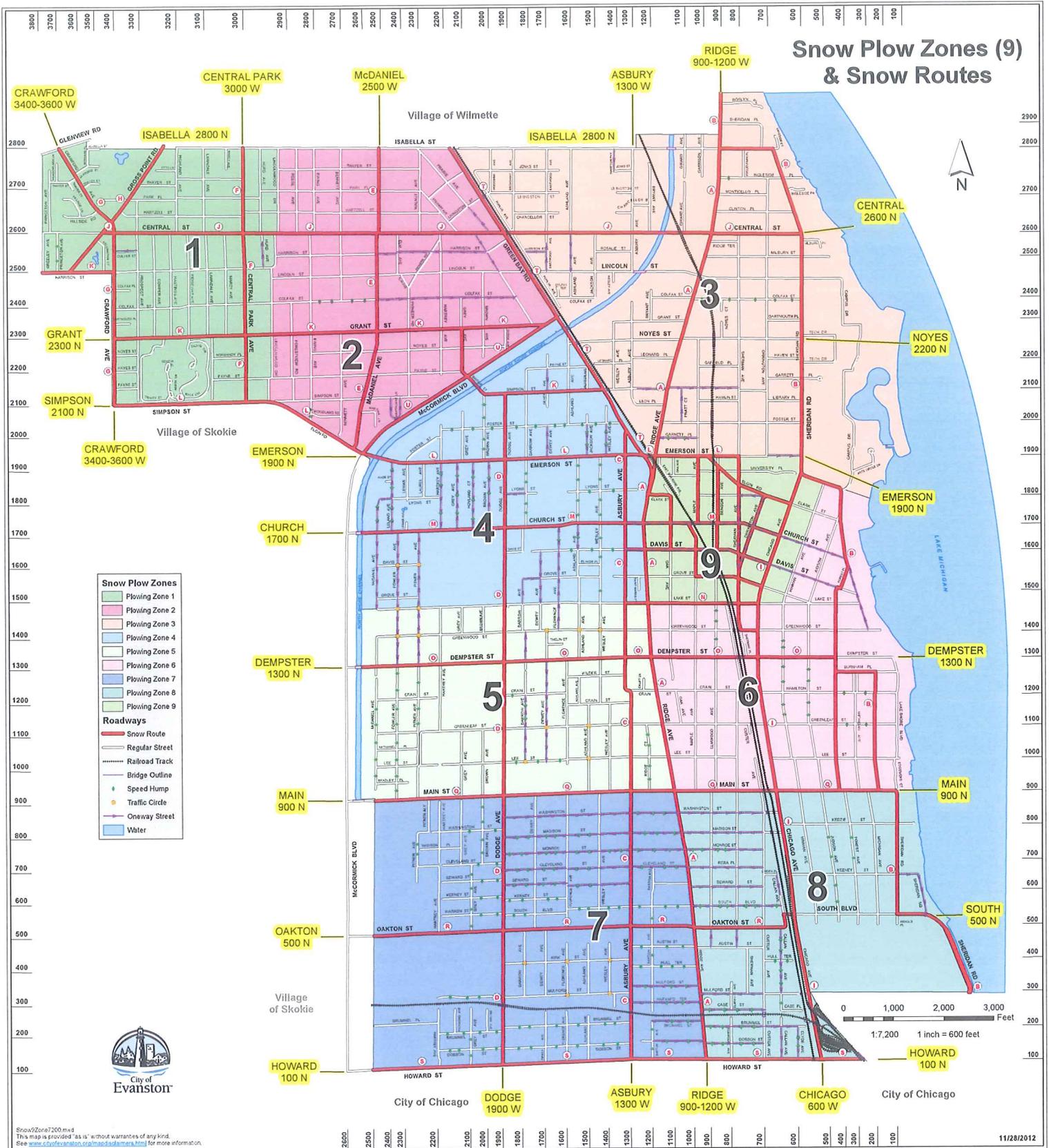
During a salting event style storm, ten (10) trucks are deployed to all snow routes and residential streets. Four (4) additional trucks are deployed to specific small truck routes on narrow streets or hills and two (2) additional trucks are sent out to treat parking lots and City facilities. Additional sidewalk equipment with rotary brooms are dispatched to clear sidewalks throughout the City.

Staffing for a salting event consists of a Supervisor, two Crew Leaders and 10 to 15 line staff.

- 3) Plowing Operations – Snow plowing is the highest level of response to a winter precipitation event. Plowing snow is necessary whenever single snowfall accumulations are expected to exceed 2" in accumulation. Plowing snow is the method used to mechanically remove snow and ice accumulations on paved surfaces. The City of Evanston has 15 large dump trucks, 21 small dump trucks and 12 pickup trucks to plow snow and spread salt. In addition, the City has 6 garbage trucks with plows, 1 grader, 5 front end loaders, 4 combination loader-backhoes and 10 other types of equipment to assist in clearing roads and sidewalks.
- a) Level I plowing: This would be an event that has a snowfall range between 2" – 4". In the Evanston area this is the most typical type of snow event. Evanston can expect to receive 6 to 8 of these types of events in an average season. During a level one plowing 10 trucks would be dispatched to primary streets. Ten small trucks would be dispatched to assist on residential streets. Four trucks would be dispatched to parking lots and City buildings. Three tractors would clear sidewalk routes, 2 tractors would clear downtown sidewalks and 1 jeep would clear recreational park paths.
- b) Level II plowing: This would be an event that has a snowfall range between 4" – 8". In the Evanston area this is a storm that occurs 2 to 4 times per year. During a level two plowing, 10 large trucks would be dispatched to primary streets. Ten small trucks would be dispatched to assist on residential streets. Four trucks would be dispatched to parking lots and City buildings. Three tractors would clear sidewalk routes, 2 tractors would clear downtown sidewalks and 1 Jeep would clear recreational park paths.
- c) Level III plowing: This would be an event that has a snowfall range of 8" – 12". This is the type of event that Evanston can expect to receive once every couple of years. During a level three plowing event Public Works would dispatch 12 large trucks to primary streets, 12 small trucks to assist with residential streets, 4 trucks to parking lots and City buildings, 3 tractors to sidewalk routes, 2 tractors to downtown sidewalk routes and 1 Jeep to recreational park paths.

d) Level IV plowing: This is an event that is 12" or more. This kind of event is typically historical and would require the full commitment of resources by the Public Works Agency for both managing the storm and cleaning up after words. During a level four plowing event Public Works would dispatch 21 large plow trucks and 14 small trucks to plow primary and residential streets around the clock. Four trucks or front end loaders would be dispatched to parking lots and City buildings and 8 tractors would be dispatched to clear City owned sidewalks throughout the community. During a level four event, contracted support would most likely be requires during and after the event. Significant amount of snow hauling and melting would be expected.

Snow Plow Zones (9) & Snow Routes



TRUCK # _____

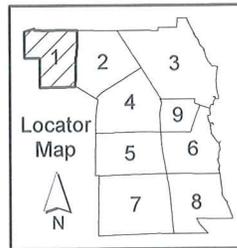
NAME _____

TIME _____

DATE _____

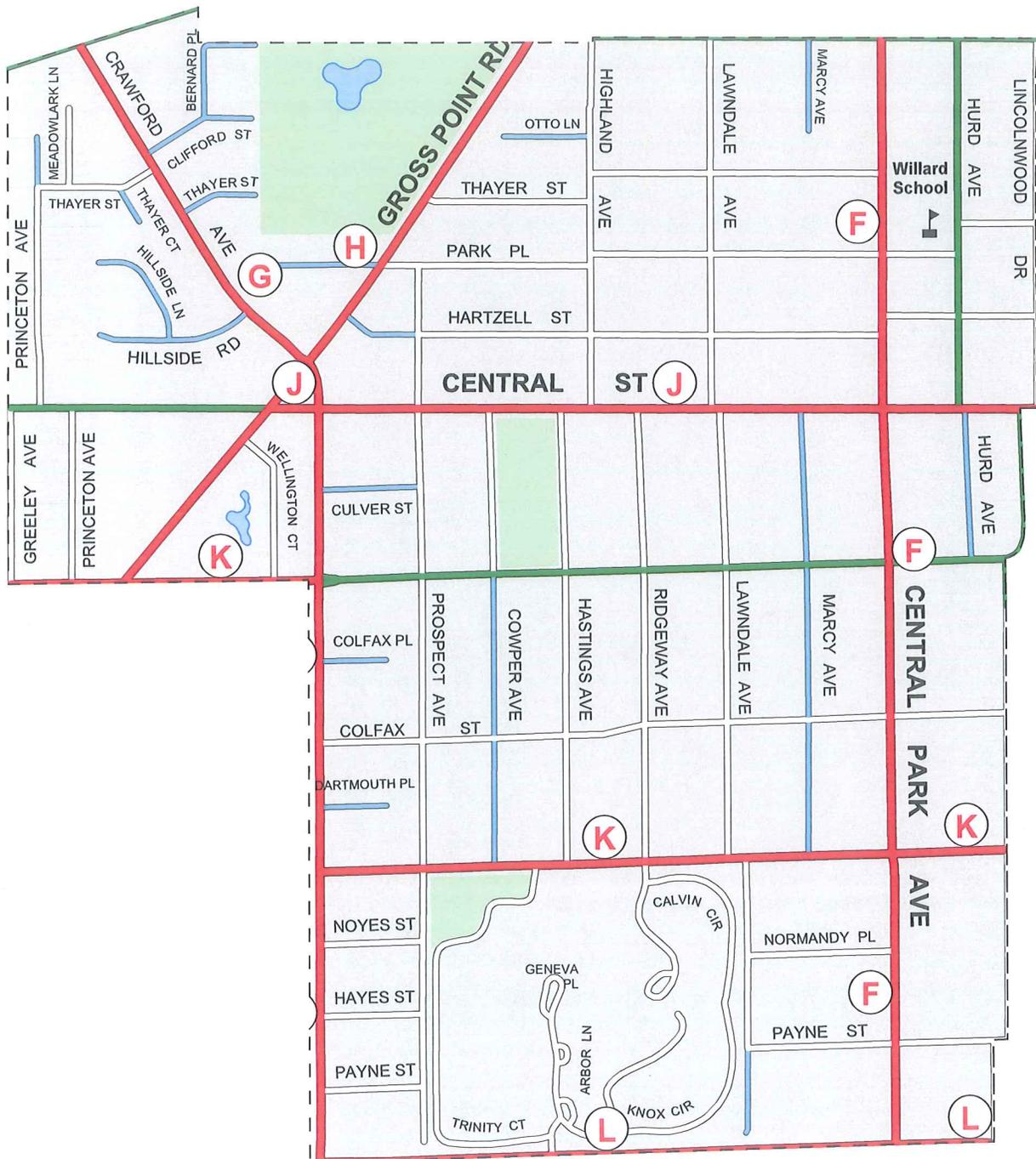
* TIME POLICE NOTIFIED _____

-  Regular Street
-  Primary
-  Secondary
-  Small Plow
-  Snow Route Zone
-  School
-  Water
-  Park



Snow Routes (9 Routes)

ROUTE 1



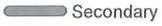
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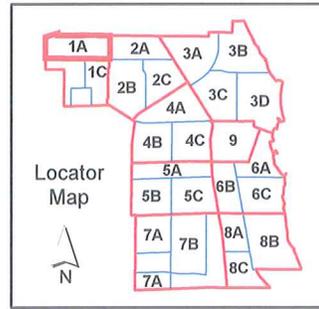
NAME _____

TIME _____

DATE _____

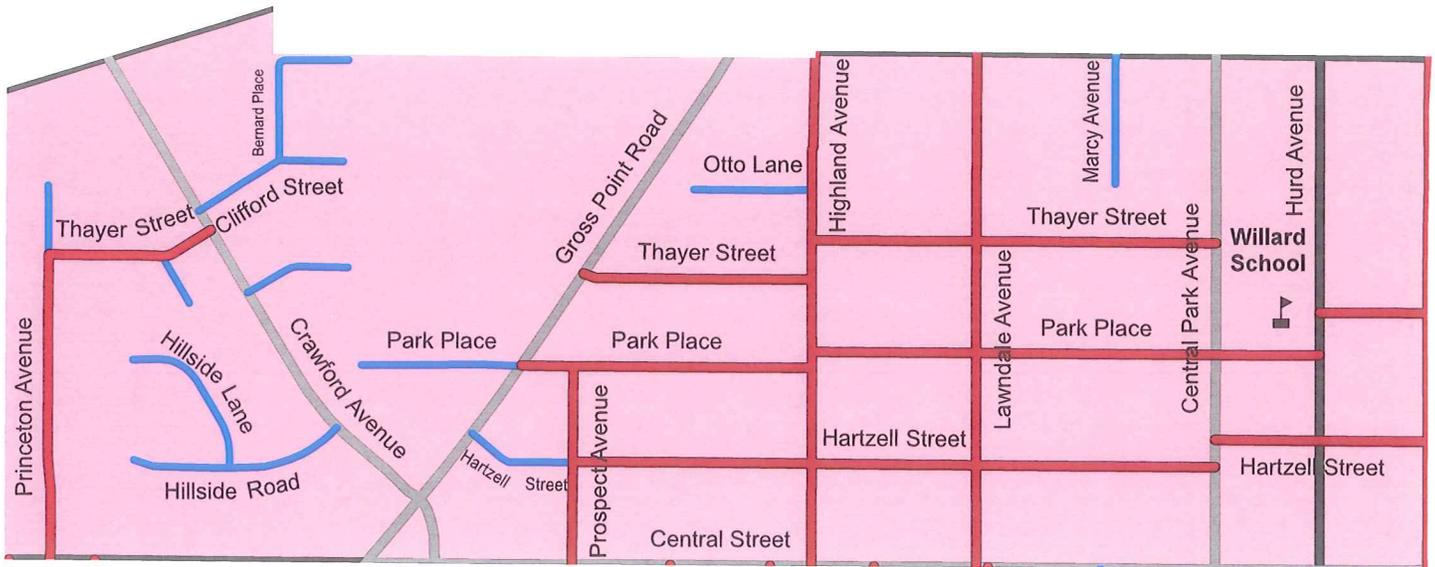
* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

1A



Residential Snow Routes (9 Routes)

TRUCK # _____

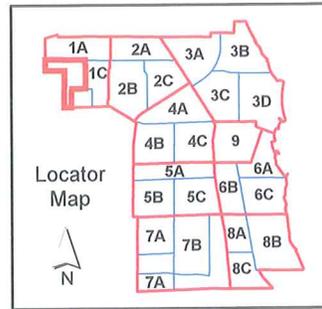
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TIME _____

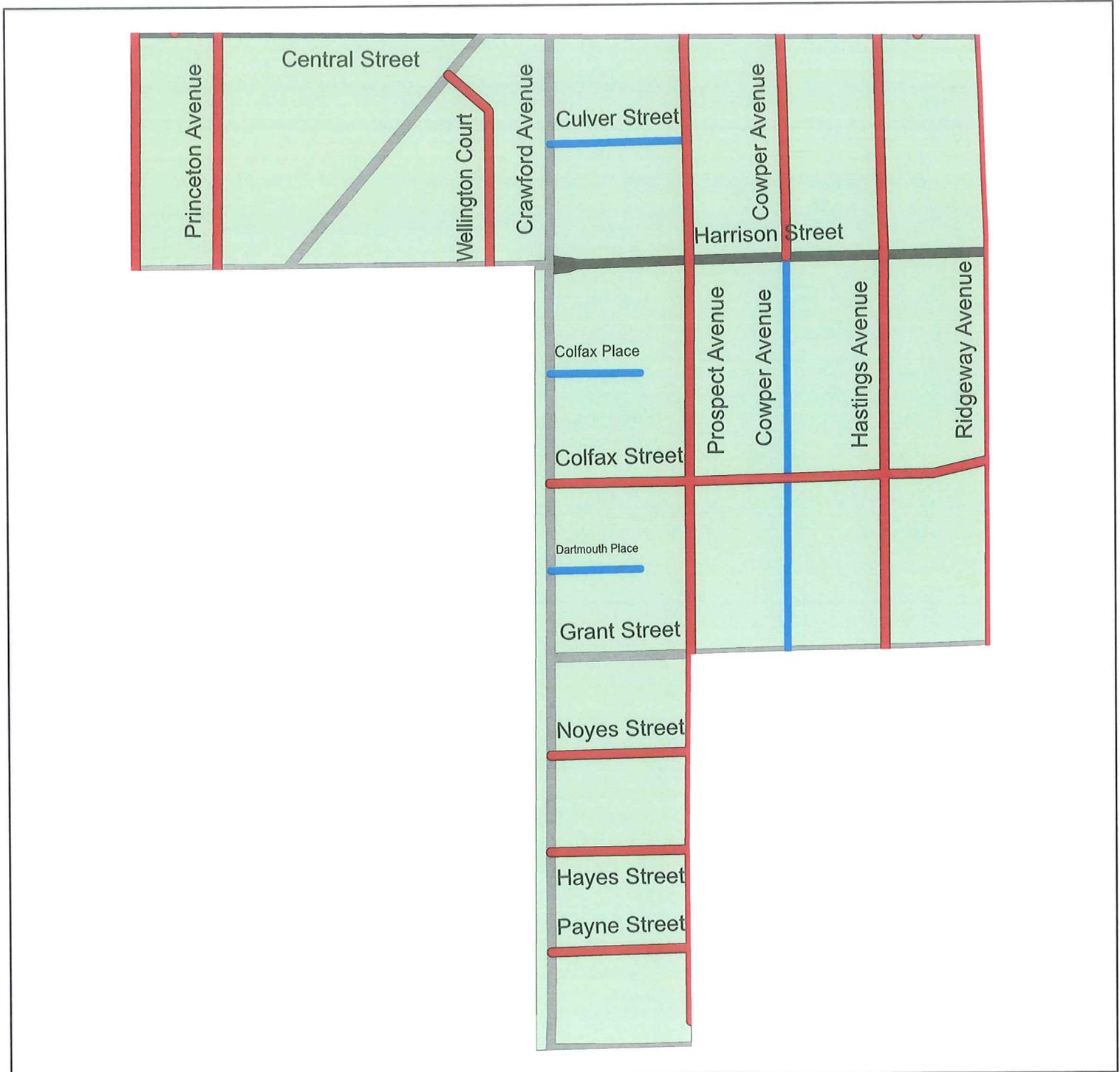
DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



1B



Residential Snow Routes (9 Routes)

TRUCK # _____

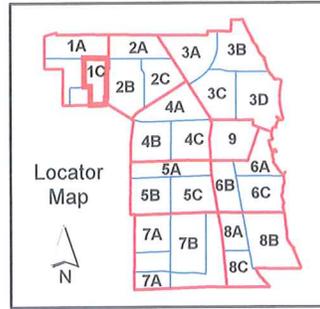
NAME _____

TIME _____

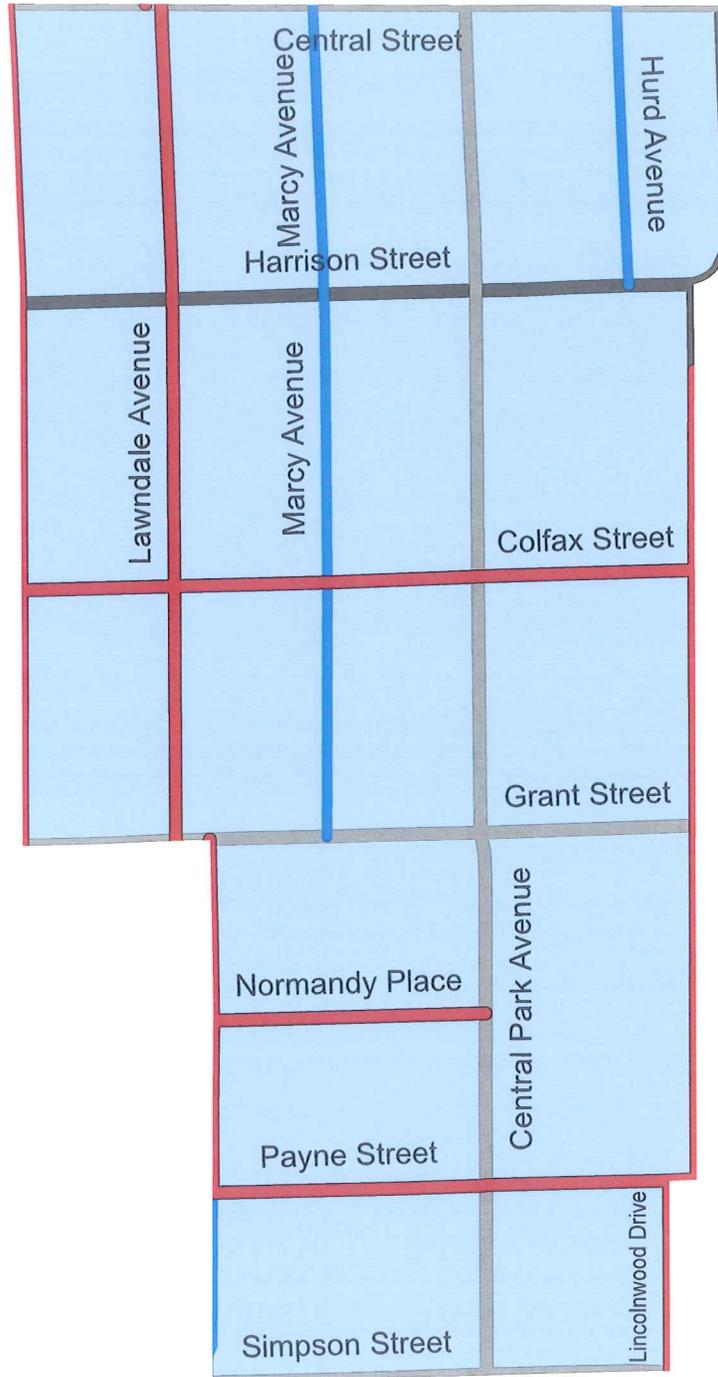
DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



1C



TRUCK # _____

NAME _____

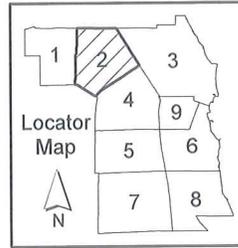
TIME _____

DATE _____

* TIME POLICE NOTIFIED _____



- Regular Street
- Primary
- Secondary
- Small Plow
- Snow Route Zone
- School
- Water
- Park



Snow Routes (9 Routes)

ROUTE 2



Residential Snow Routes (9 Routes)

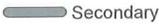
TRUCK # _____

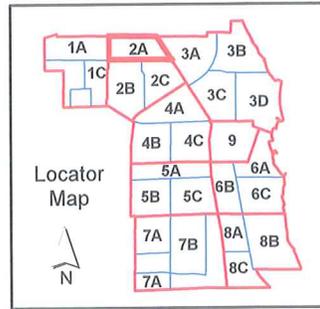
NAME _____

TIME _____

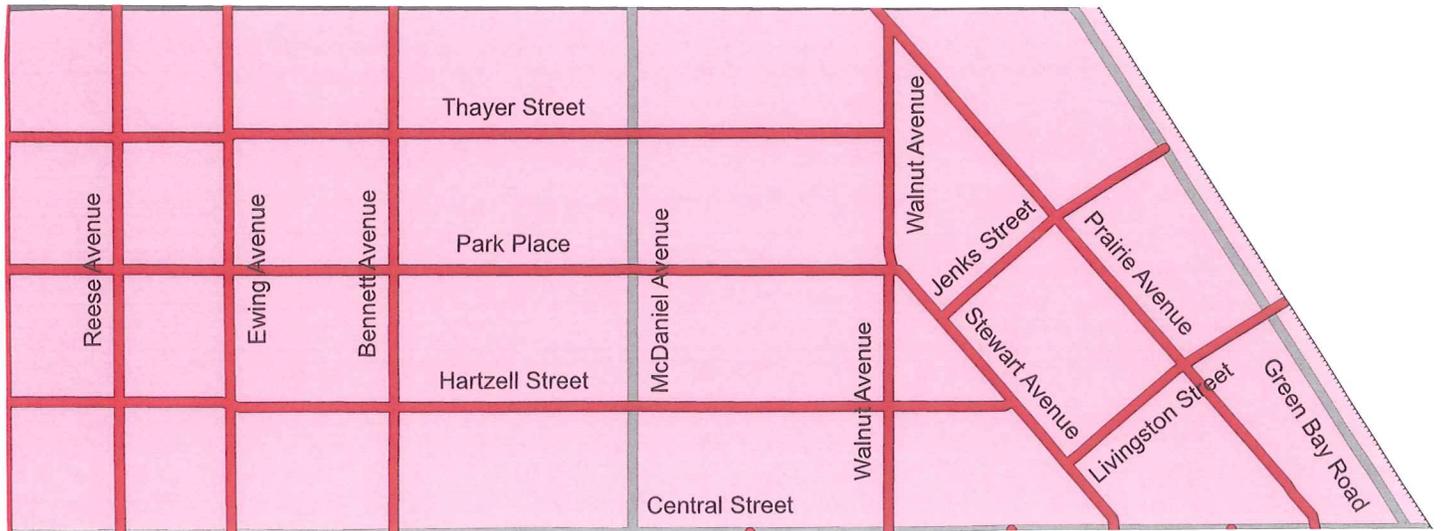
DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



2A



TRUCK # _____

NAME _____

TIME _____

DATE _____

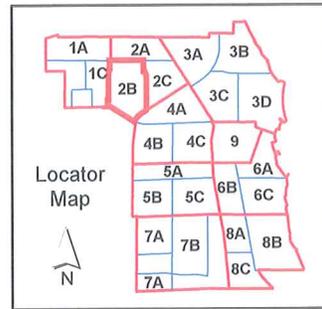
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

2B



Residential Snow Routes (9 Routes)

TRUCK # _____

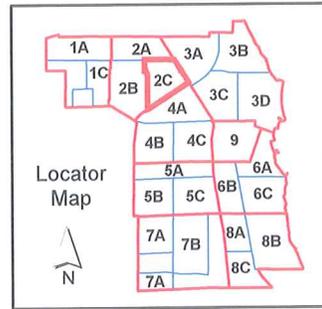
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



2C



TRUCK # _____

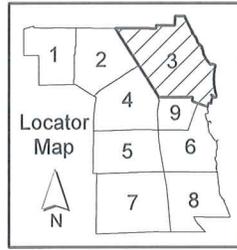
NAME _____

TIME _____

DATE _____

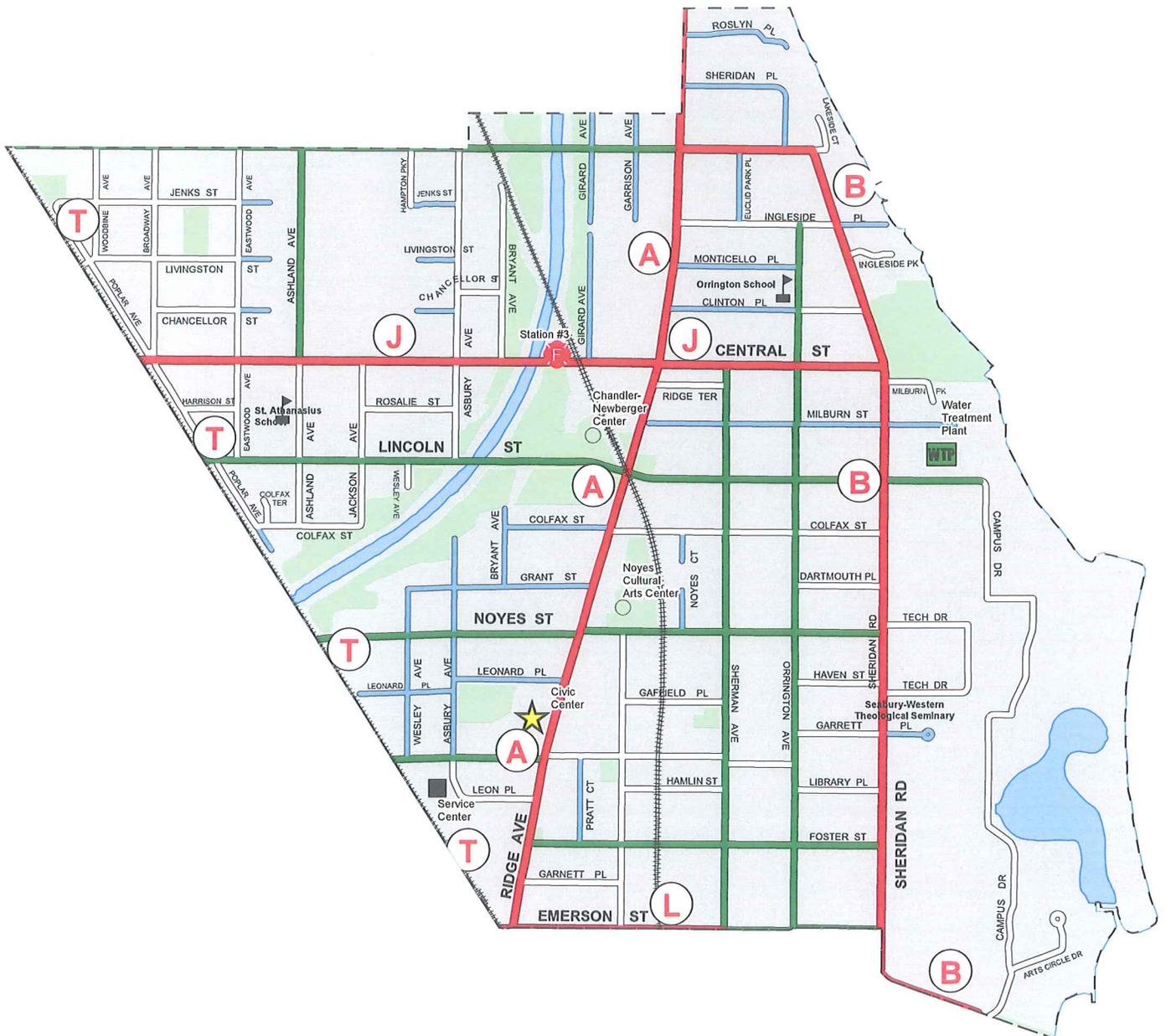
* TIME POLICE NOTIFIED _____

-  Regular Street
-  Primary
-  Secondary
-  Small Plow
-  Snow Route Zone
-  School
-  Water
-  Park



Snow Routes (9 Routes)

ROUTE 3



Residential Snow Routes (9 Routes)

3A

TRUCK # _____

NAME _____

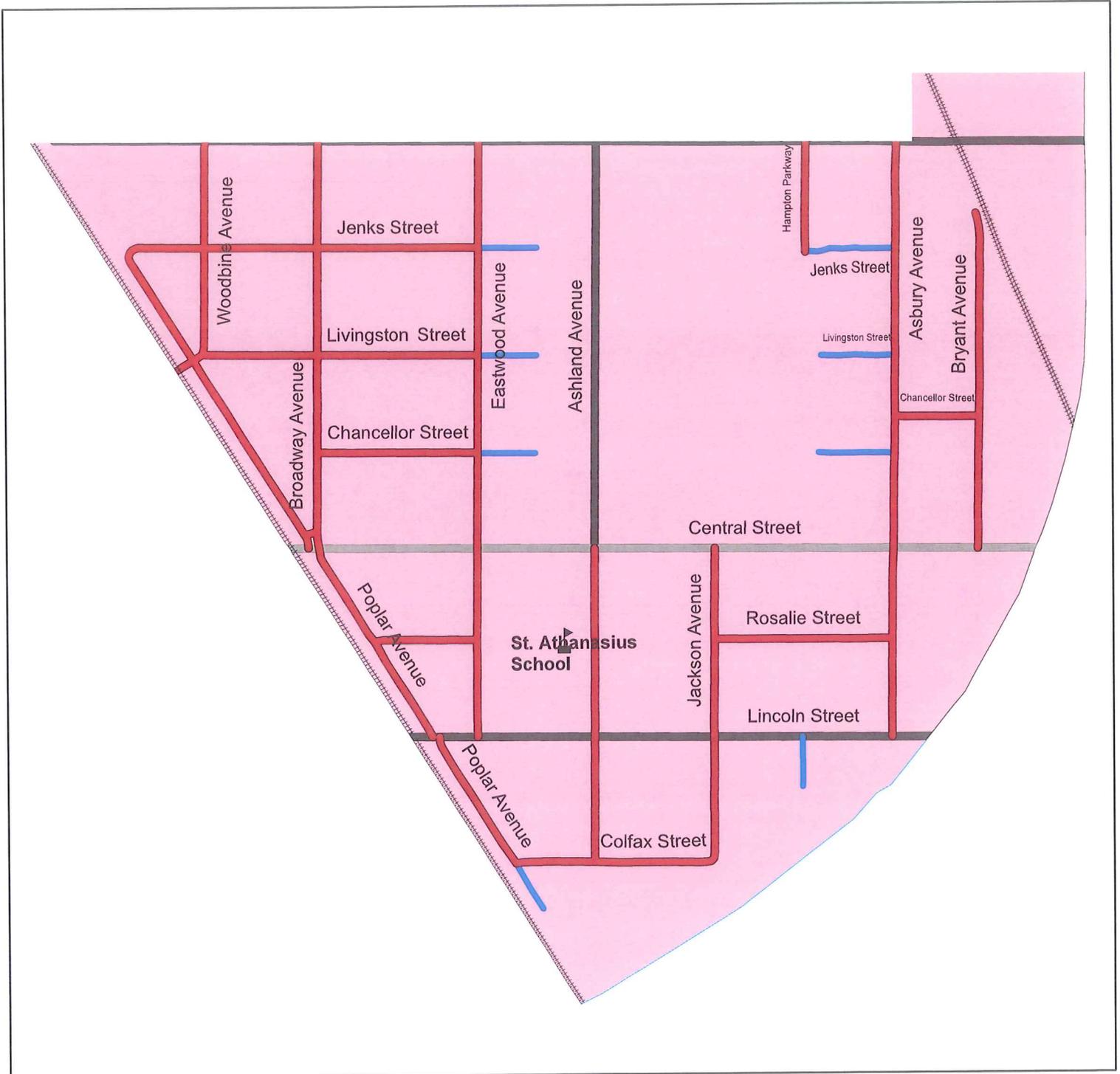
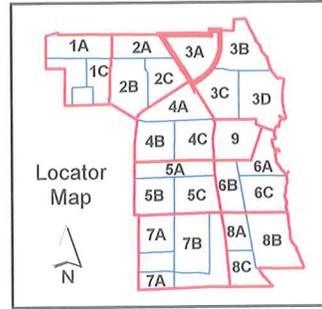
TIME _____

DATE _____

* TIME POLICE NOTIFIED _____



- School
- Railroad
- Regular Street
- Small Plow
- Primary
- Secondary
- Water



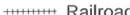
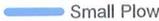
TRUCK # _____

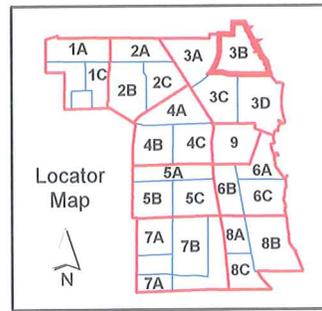
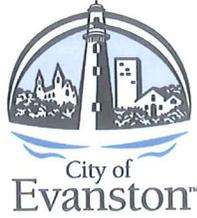
NAME _____

TIME _____

DATE _____

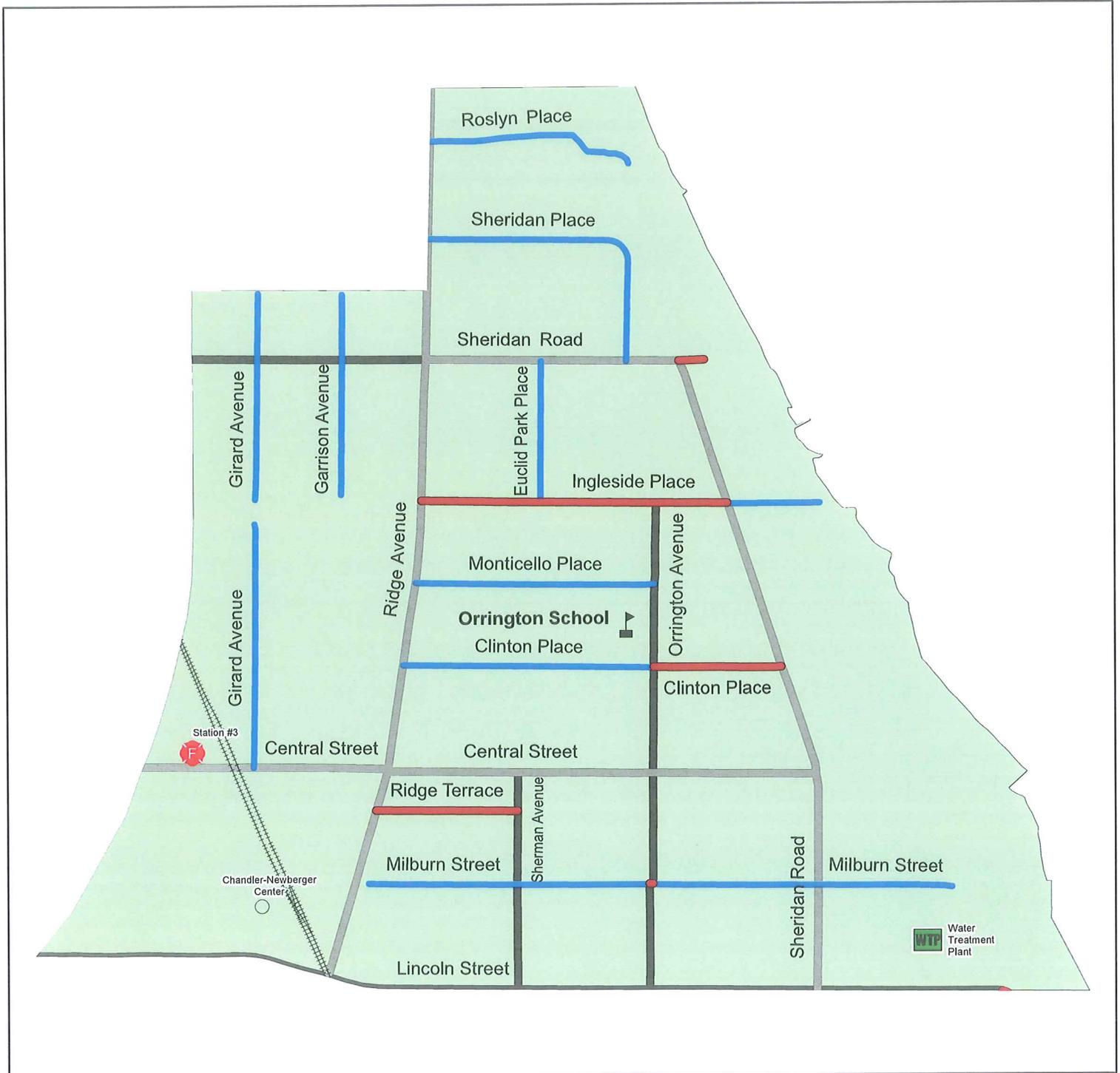
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

3B



TRUCK # _____

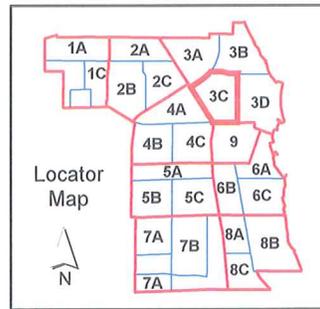
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

3C



Residential Snow Routes (9 Routes)

TRUCK # _____

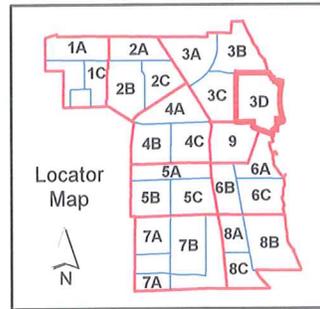
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



3D



TRUCK # _____

NAME _____

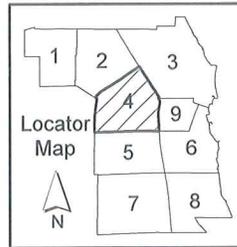
TIME _____

DATE _____

* TIME POLICE NOTIFIED _____



- Regular Street
- Primary
- Secondary
- Small Plow
- Snow Route Zone
- School
- Water
- Park



Snow Routes (9 Routes)

ROUTE 4



TRUCK # _____

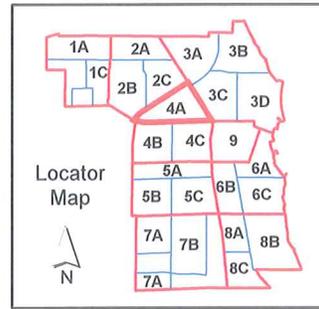
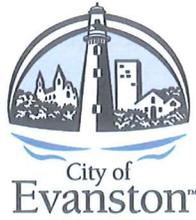
NAME _____

TIME _____

DATE _____

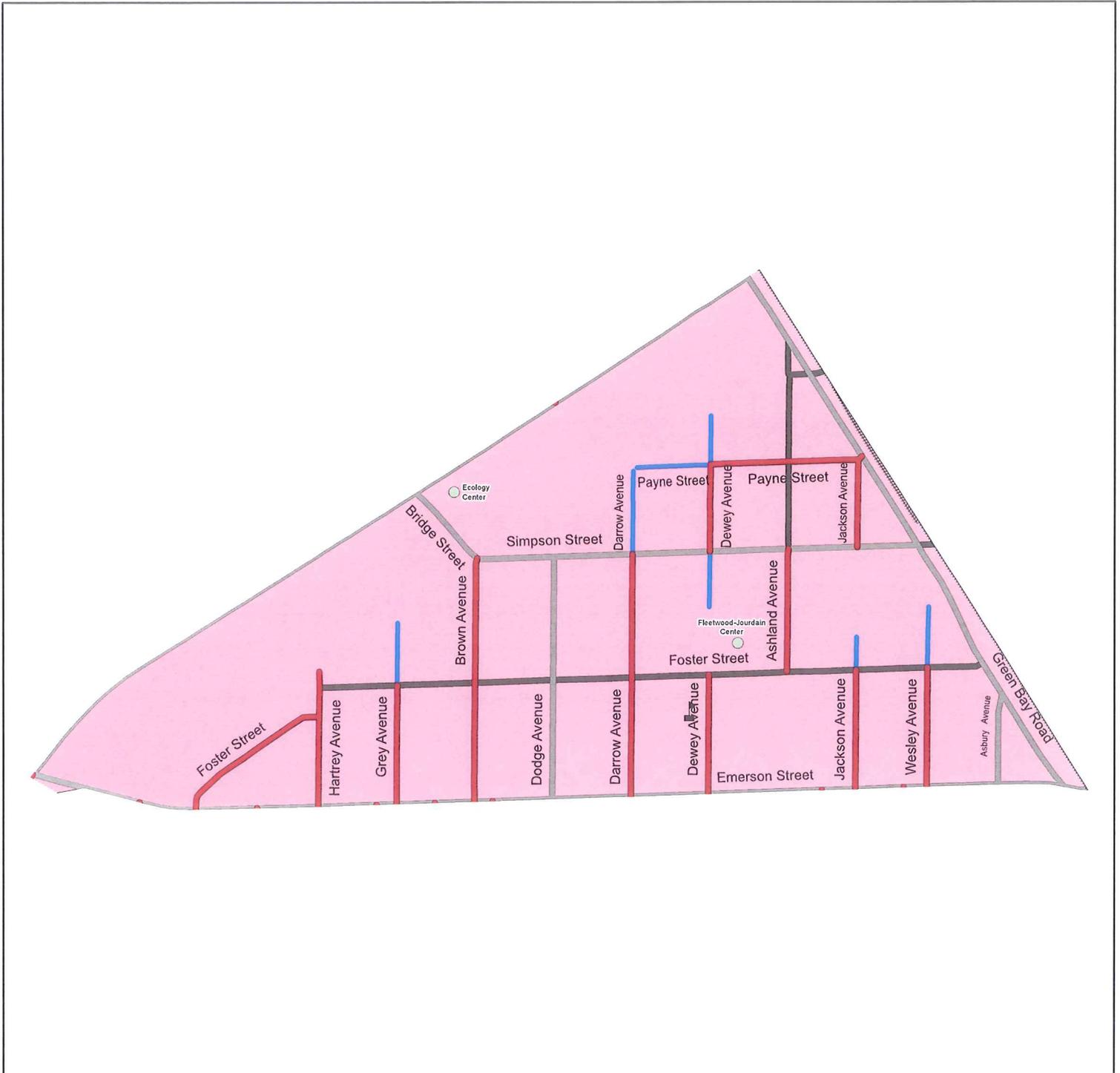
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

4A



TRUCK # _____

NAME _____

TIME _____

DATE _____

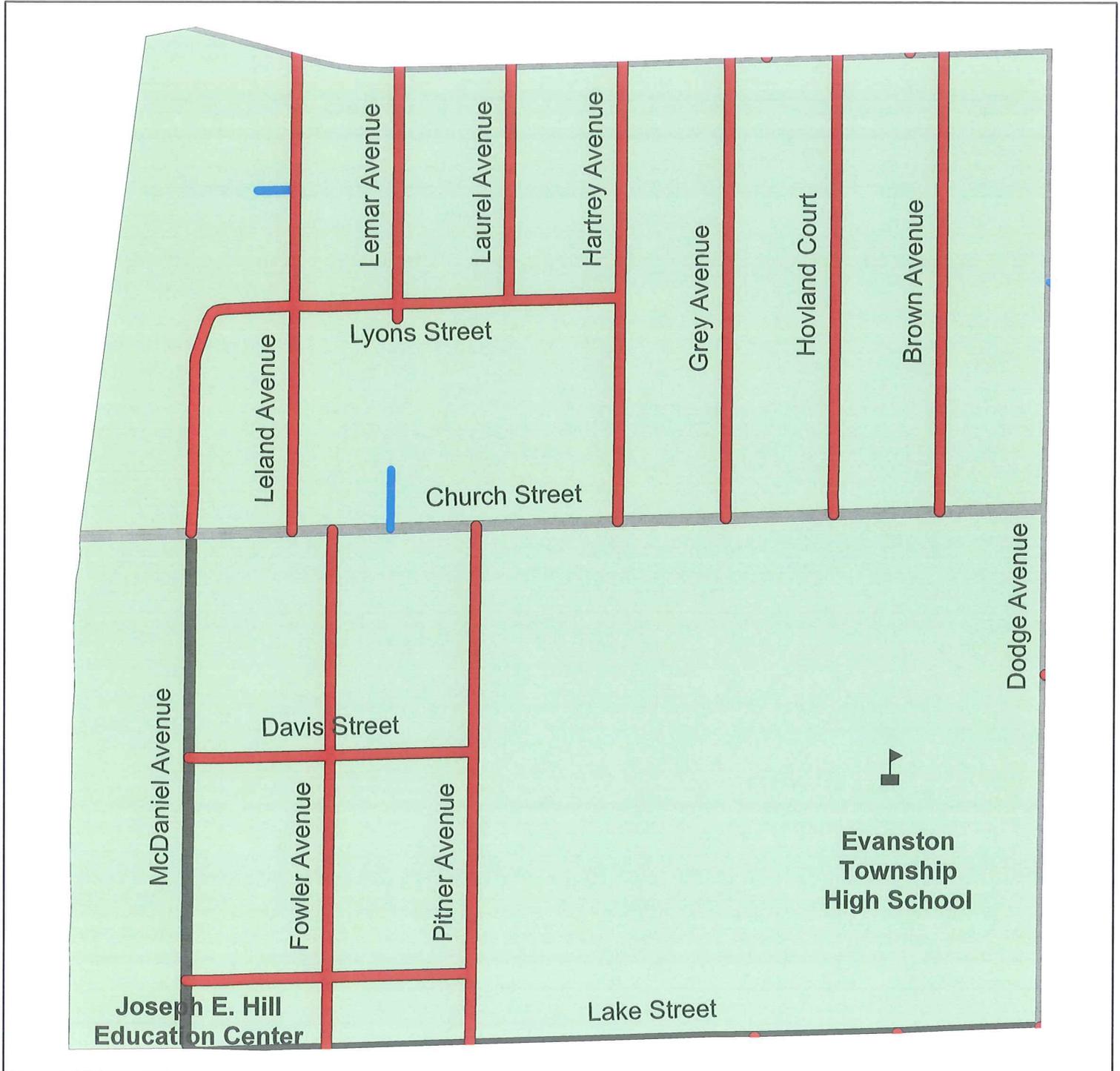
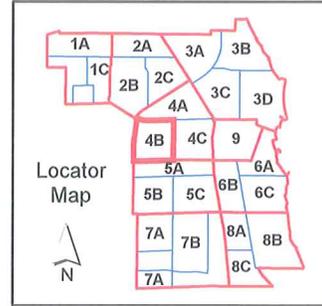
* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

4B



TRUCK # _____

NAME _____

TIME _____

DATE _____

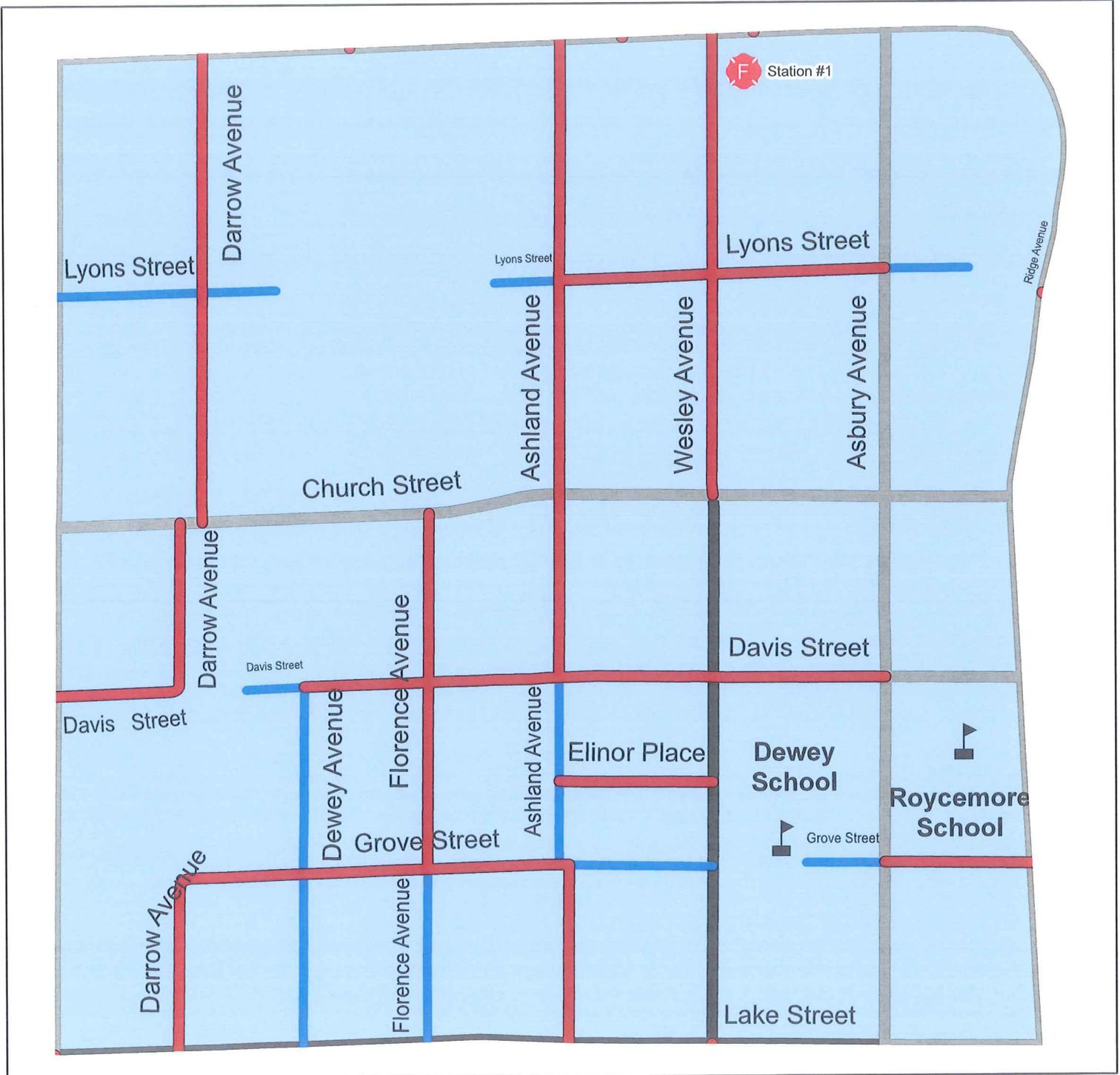
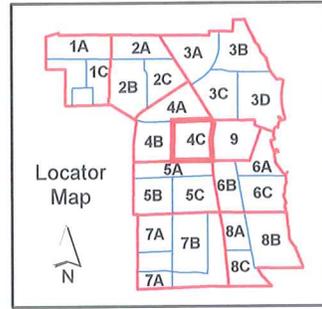
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

4C



TRUCK # _____

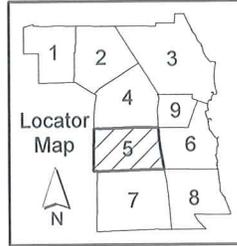
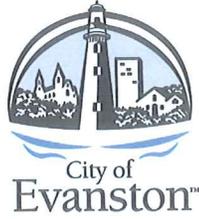
NAME _____

TIME _____

DATE _____

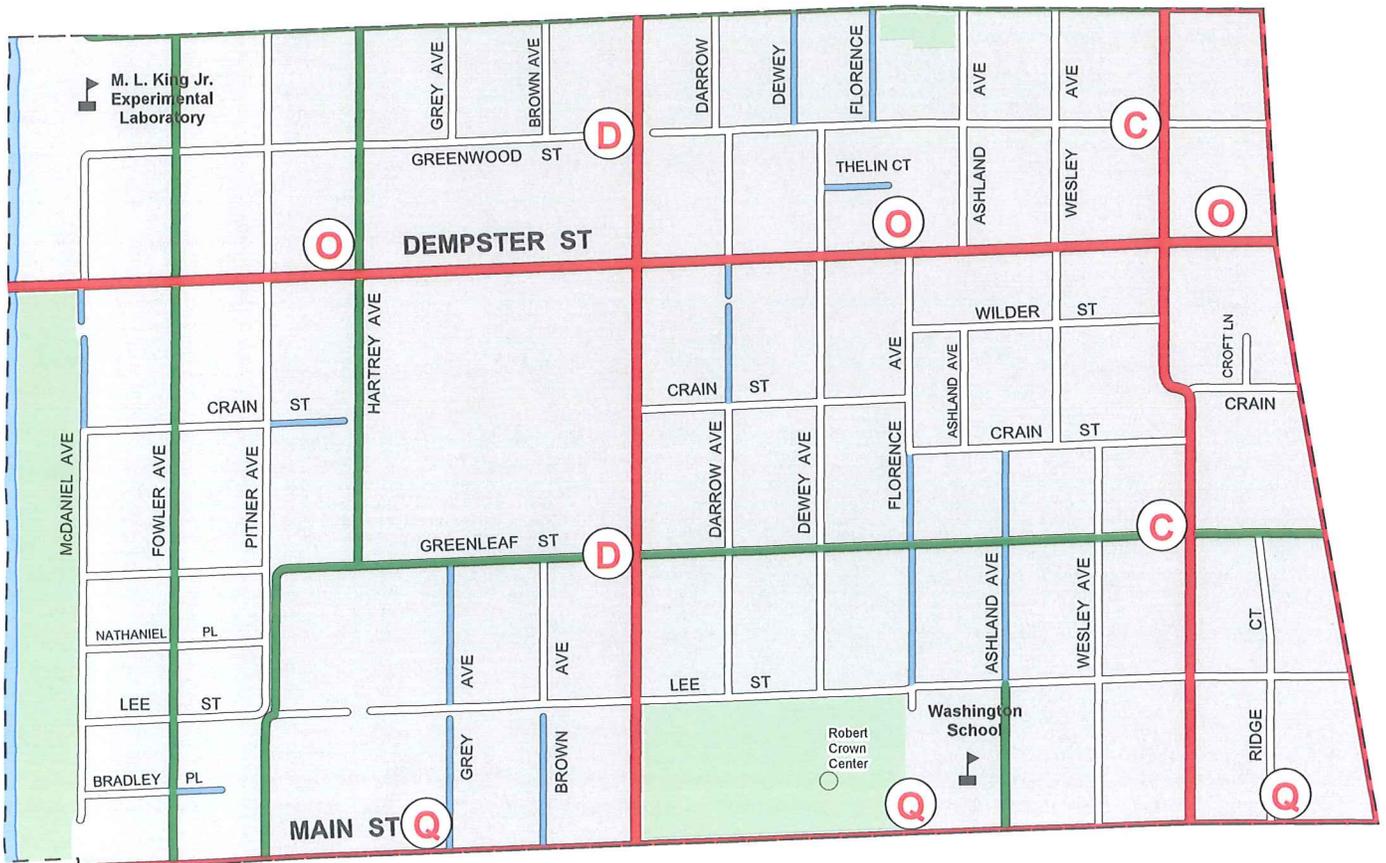
* TIME POLICE NOTIFIED _____

-  Regular Street
-  Primary
-  Secondary
-  Small Plow
-  Snow Route Zone
-  School
-  Water
-  Park



Snow Routes (9 Routes)

ROUTE 5



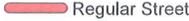
TRUCK # _____

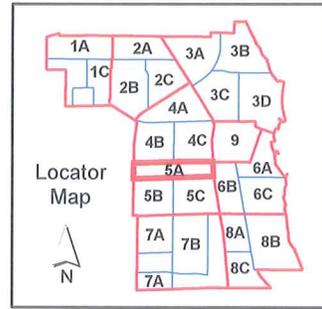
NAME _____

TIME _____

DATE _____

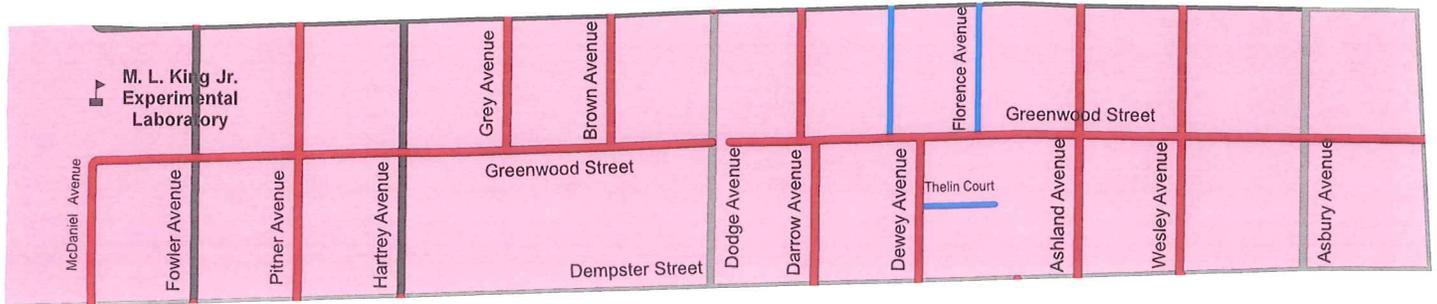
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

5A



Residential Snow Routes (9 Routes)

5B

TRUCK # _____

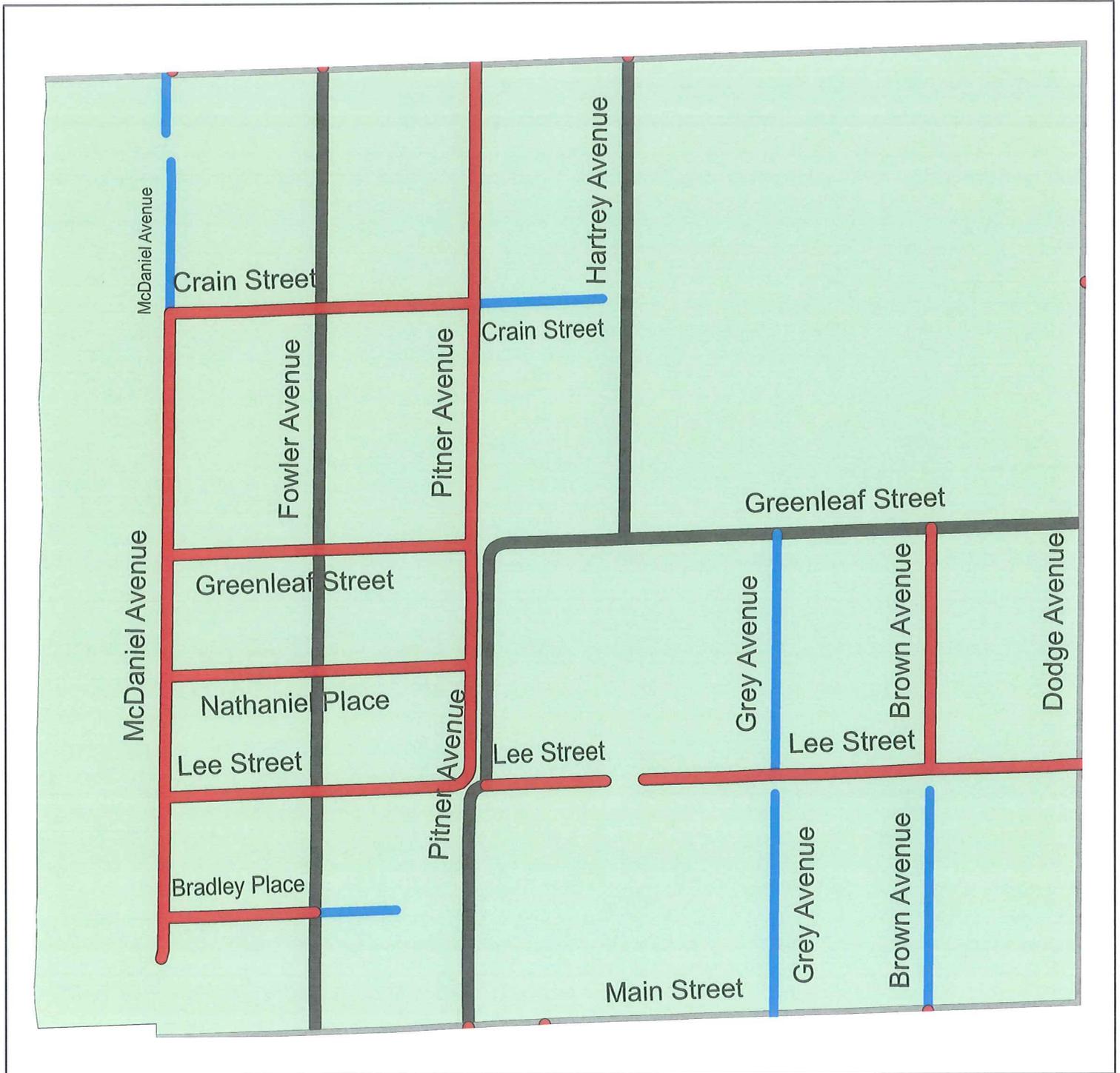
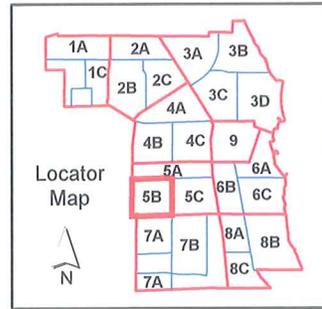
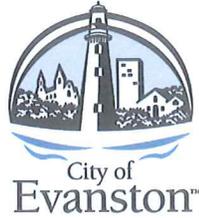
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



TRUCK # _____

NAME _____

TIME _____

DATE _____

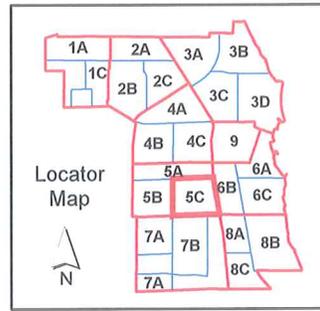
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

5C



TRUCK # _____

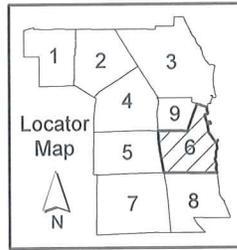
NAME _____

TIME _____

DATE _____

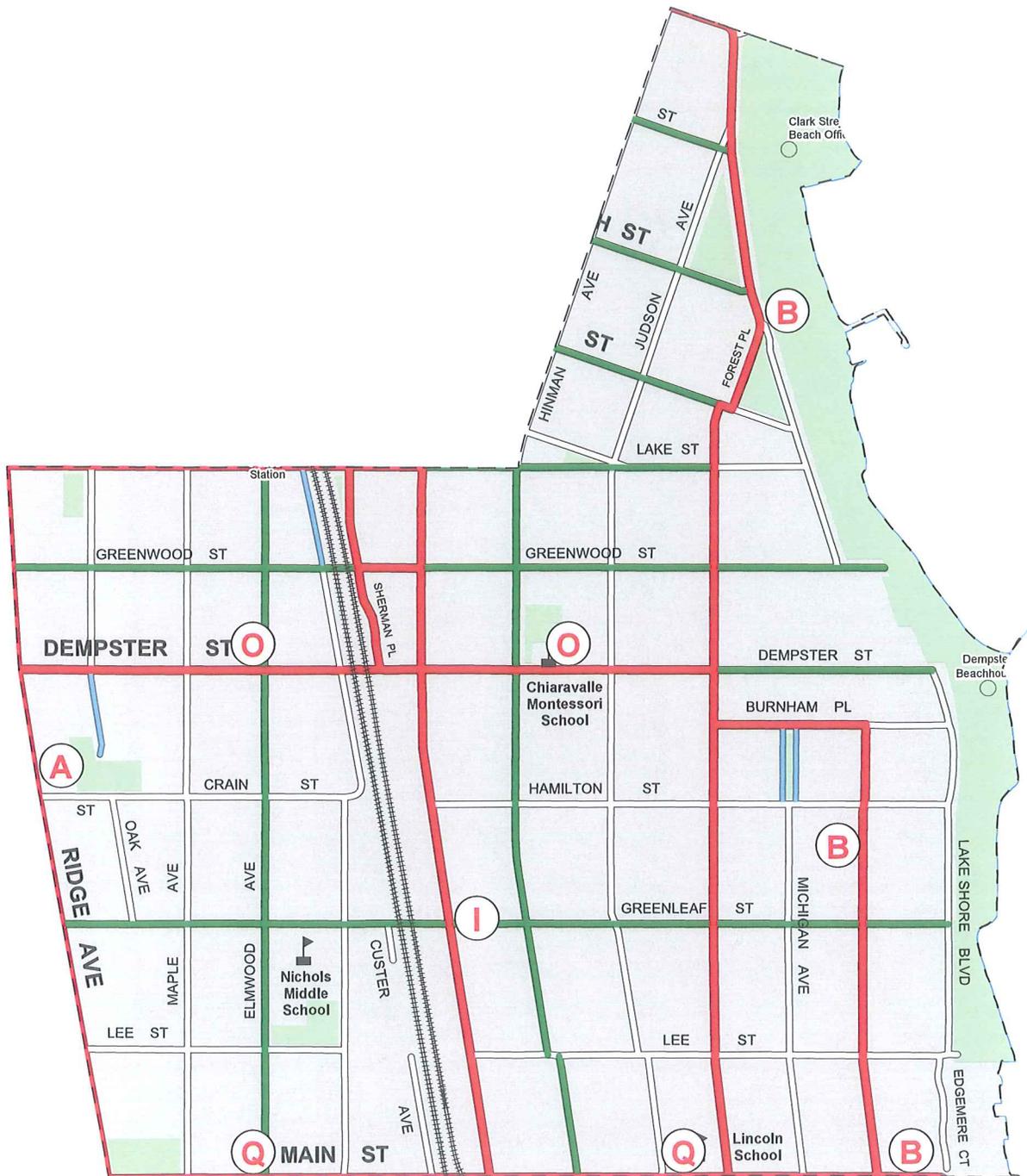
* TIME POLICE NOTIFIED _____

-  Regular Street
-  Primary
-  Secondary
-  Small Plow
-  Snow Route Zone
-  School
-  Water
-  Park



Snow Routes (9 Routes)

ROUTE 6



Residential Snow Routes (9 Routes)

TRUCK # _____

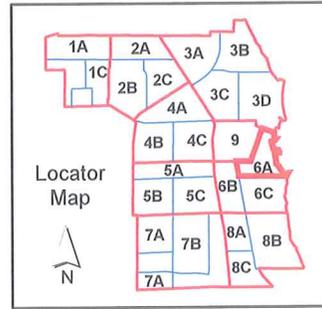
NAME _____

TIME _____

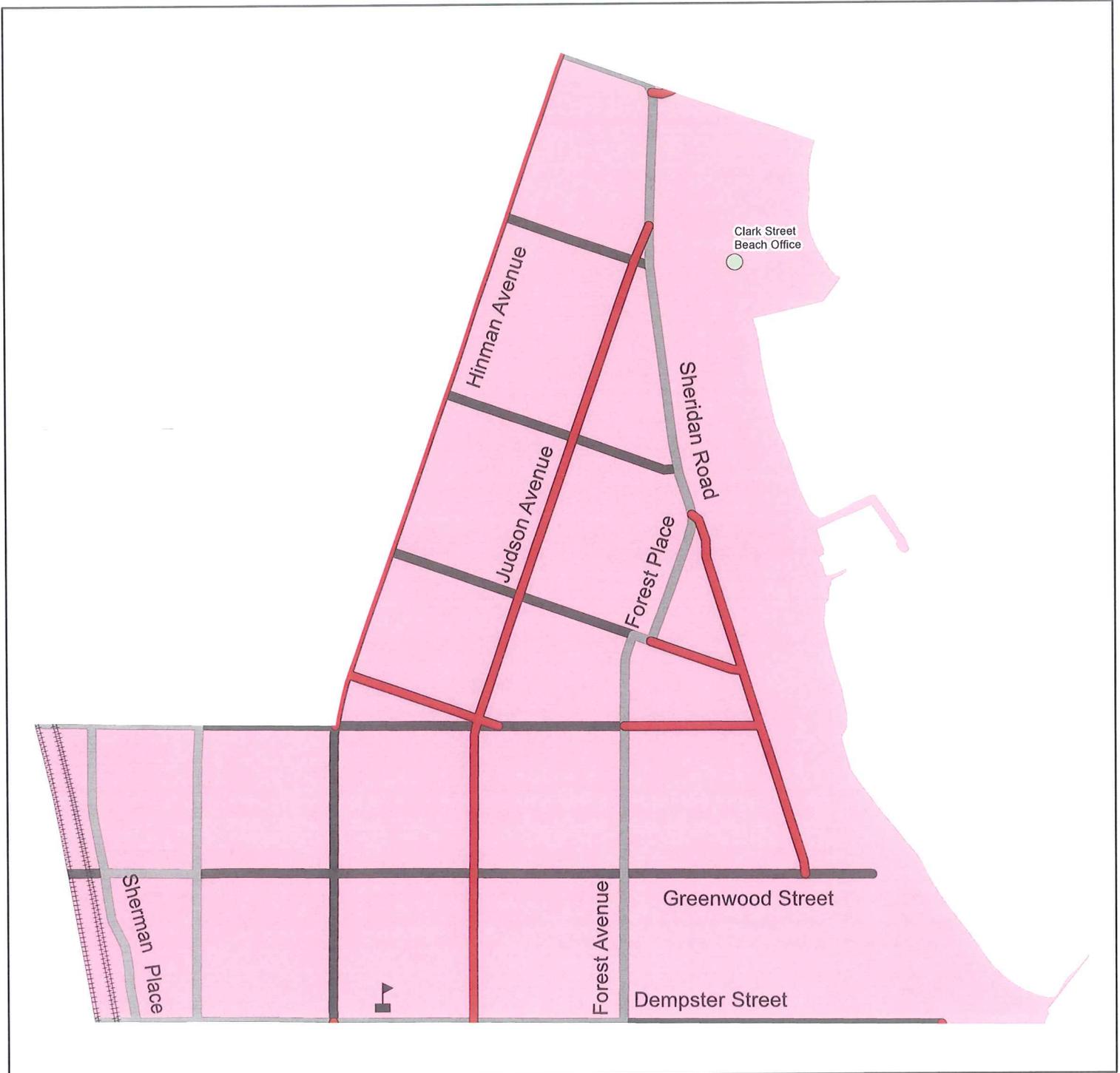
DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



6A



TRUCK # _____

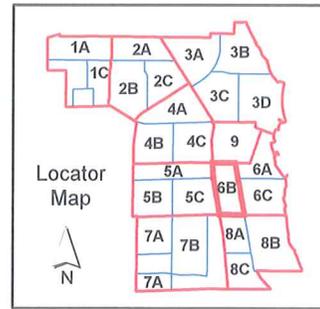
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

6B



TRUCK # _____

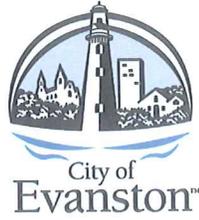
NAME _____

TIME _____

DATE _____

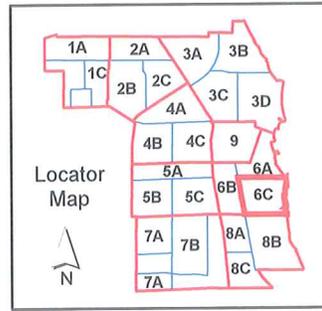
* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

6C



TRUCK # _____

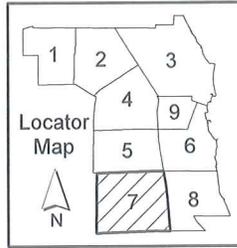
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  Regular Street
-  Primary
-  Secondary
-  Small Plow
-  Snow Route Zone
-  School
-  Water
-  Park



Snow Routes (9 Routes)

ROUTE 7



Residential Snow Routes (9 Routes)

TRUCK # _____

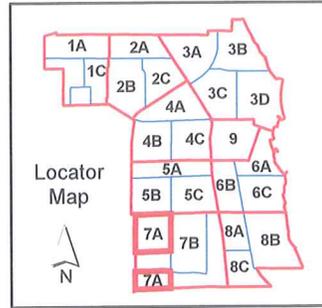
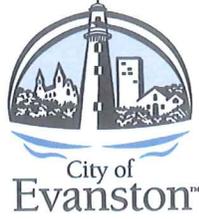
NAME _____

TIME _____

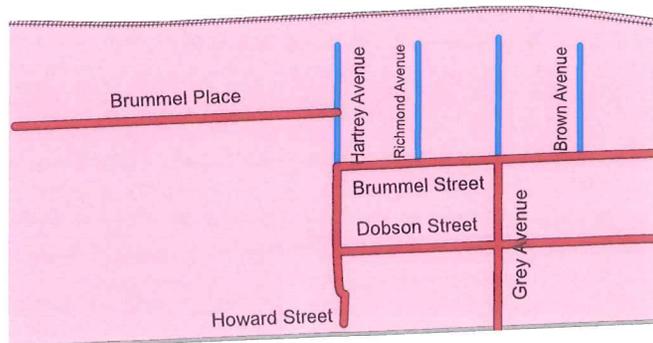
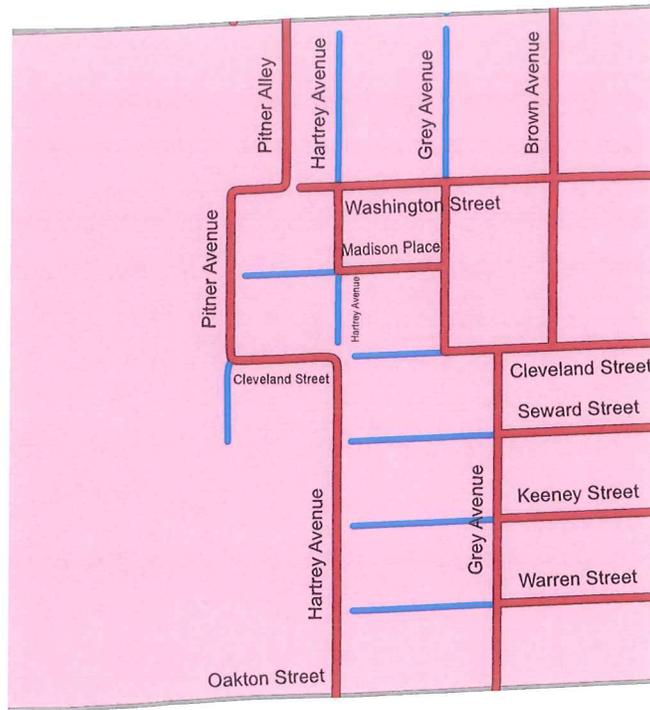
DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Small Plow
-  Railroad
-  Primary
-  Regular Street
-  Secondary
-  Water



7A



TRUCK # _____

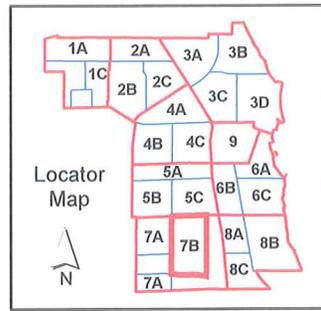
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

7B



Residential Snow Routes (9 Routes)

7C

TRUCK # _____

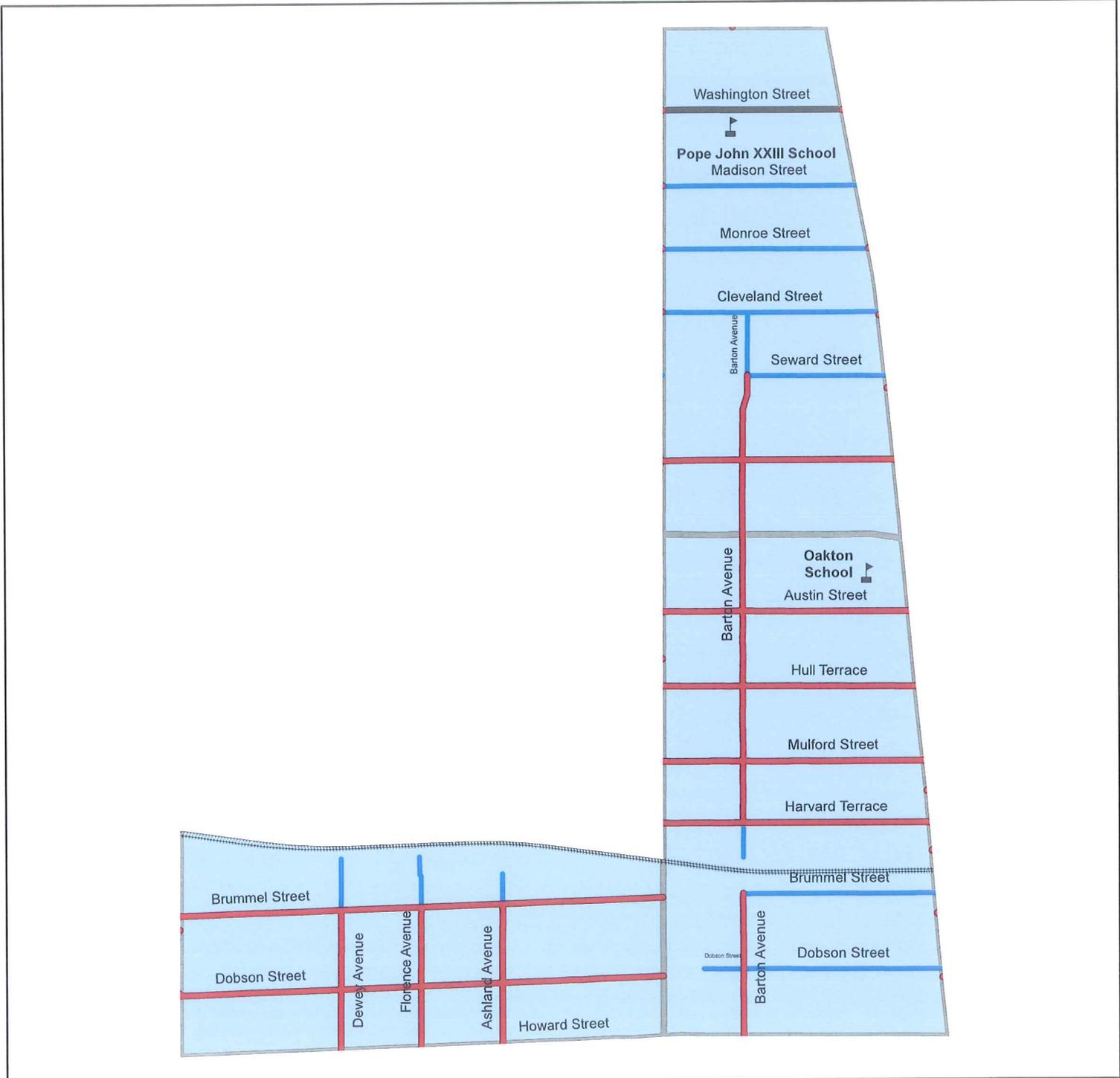
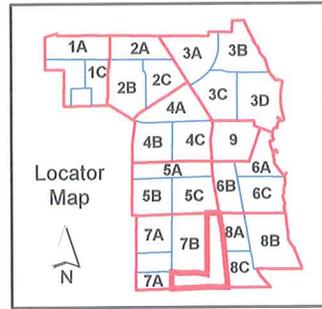
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



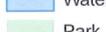
TRUCK # _____

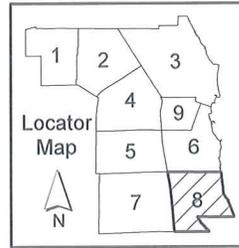
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  Regular Street
-  Snow Route Zone
-  Primary
-  Secondary
-  Small Plow
-  School
-  Water
-  Park



Snow Routes (9 Routes)

ROUTE 8



TRUCK # _____

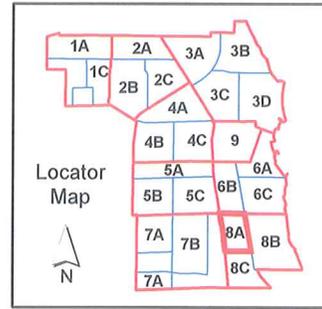
NAME _____

TIME _____

DATE _____

* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

8A



This map is provided "as is" without warranties of any kind. See www.cityofevanston.org/mapdisclaimers.html for more information.



TRUCK # _____

NAME _____

TIME _____

DATE _____

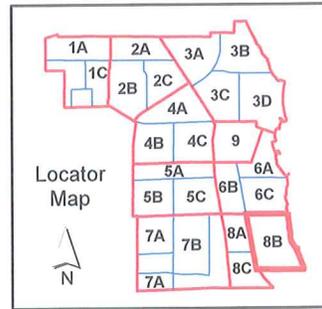
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

8B



TRUCK # _____

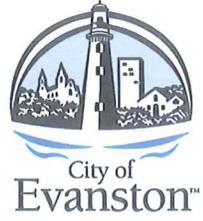
NAME _____

TIME _____

DATE _____

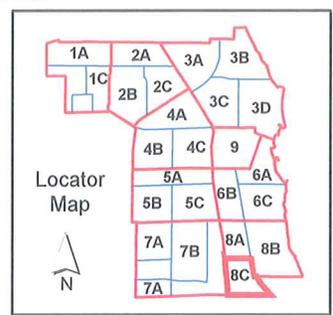
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

8C



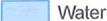
TRUCK # _____

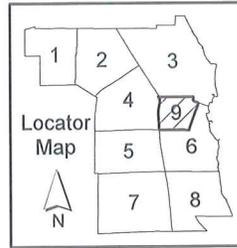
NAME _____

TIME _____

DATE _____

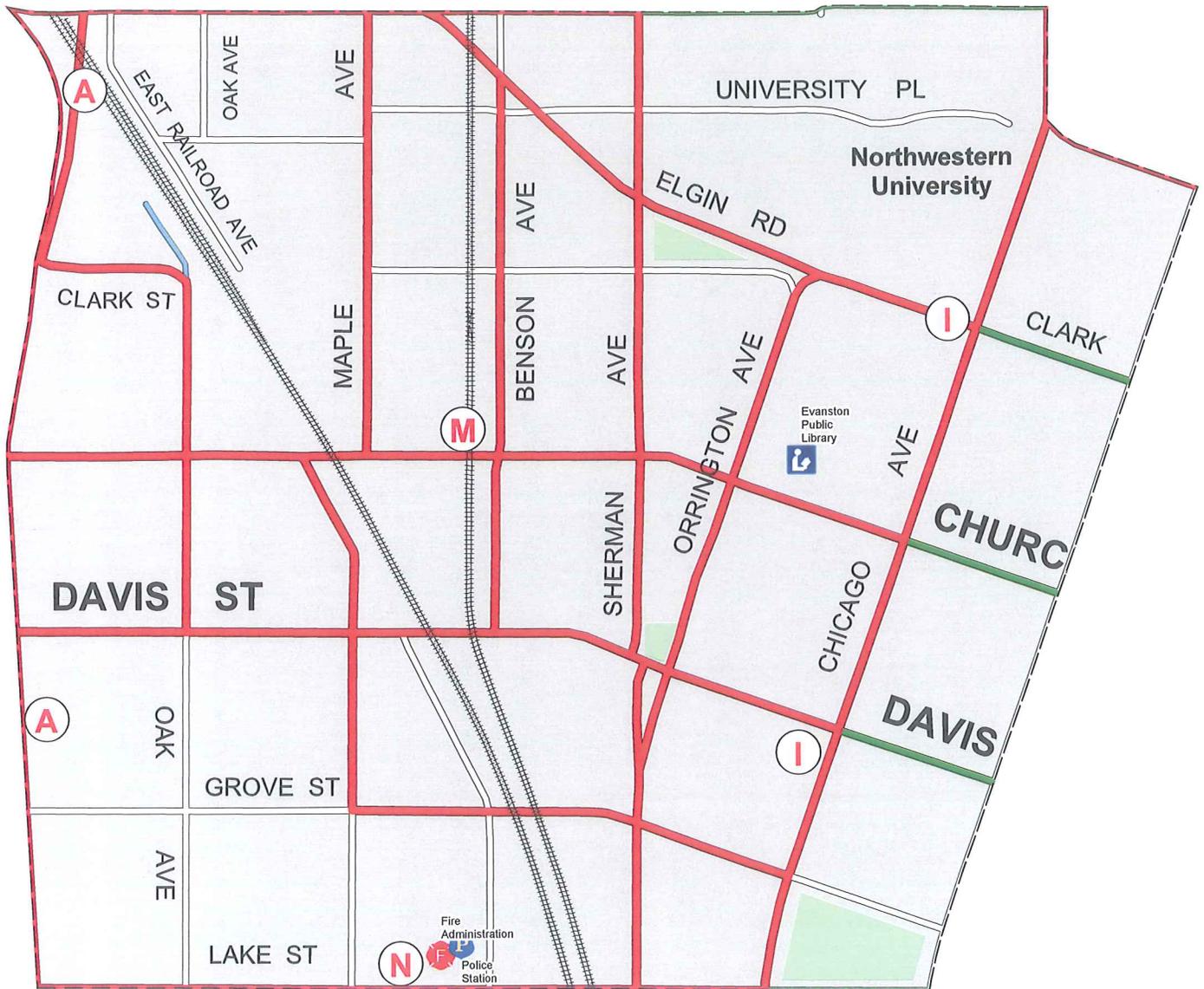
* TIME POLICE NOTIFIED _____

-  Regular Street
-  Snow Route Zone
-  Primary
-  Secondary
-  Small Plow
-  School
-  Water
-  Park



Snow Routes (9 Routes)

ROUTE 9



TRUCK # _____

NAME _____

TIME _____

DATE _____

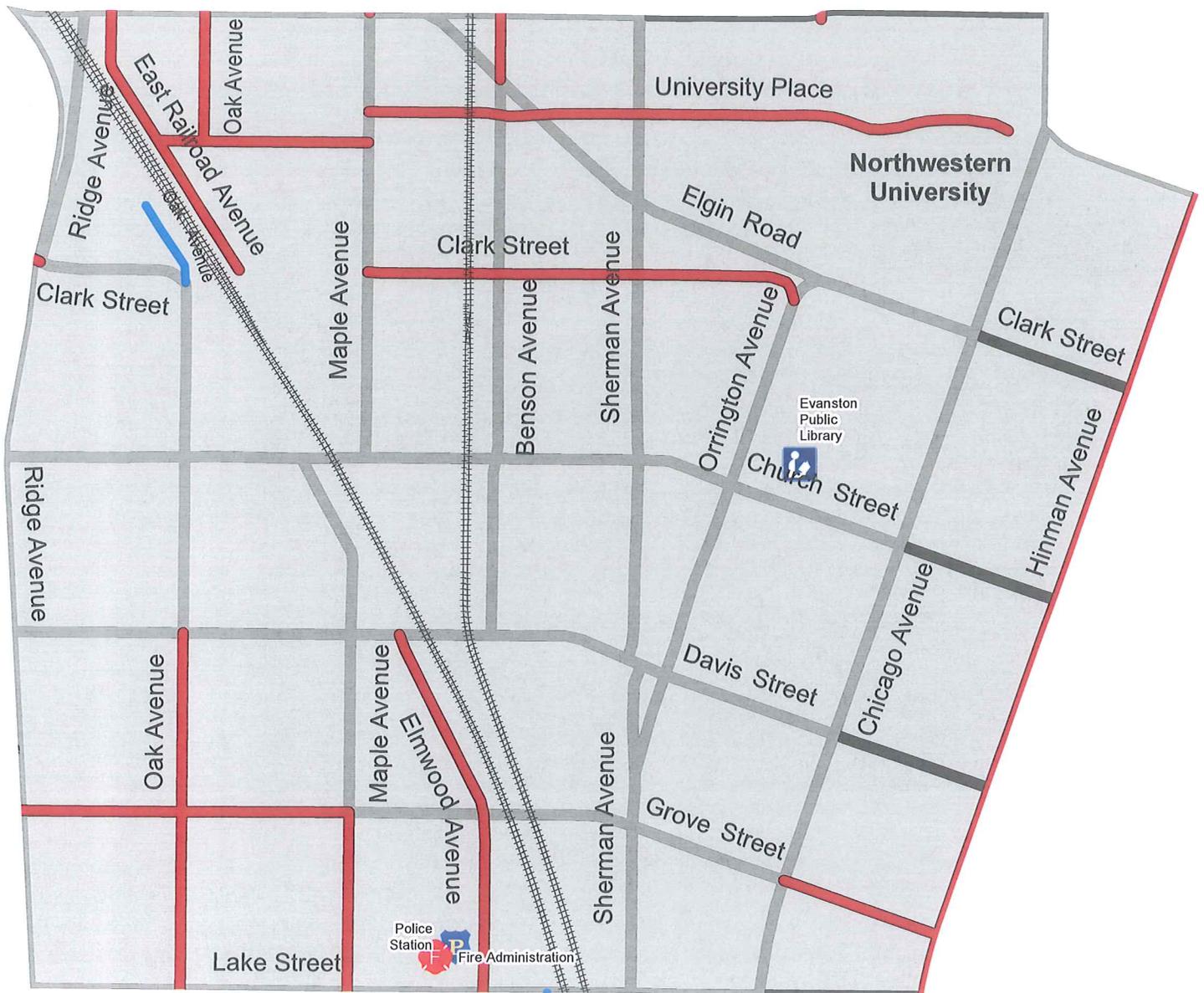
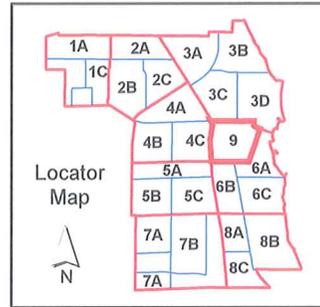
* TIME POLICE NOTIFIED _____

-  School
-  Railroad
-  Regular Street
-  Small Plow
-  Primary
-  Secondary
-  Water



Residential Snow Routes (9 Routes)

9



VII. SNOW & ICE OPERATIONAL PLANS – PARKING LOTS & SIDEWALKS

VII. SNOW AND ICE OPERATIONAL PLANS – PARKING LOTS & SIDEWALKS

Parking lots and sidewalks are as important to the community as streets are when it comes to snow and ice control. Evanston's designation as a walk able community is expected to extend into the winter months as well as the summer. To that end enclosed are the Public Works Agencies operational details to support clear sidewalks and parking lots in the City.

12 Employees
7am – 3pm shift
8am – 8pm = snow events

12 Employees
7am – 3pm shift
8pm – 8am = snow events

Salt Trucks = 4 employees per shift
Jeep = 1 employee per shift (Paths)
John Deere = 2 employees per shift
Toolcats = 3 employees per shift
Kubota = 2 employees per shift
Hand crew = 2 employees per shift

North Route
2 Salt Trucks – 526, 524 (lots)
1 Toolcat (sidewalks)
??1 Hand crew – (sidewalks)

Central Route
1 Toolcat (sidewalks)
Downtown/Business Districts
2 – John Deere Tractors
2 – Kubota

South Route
2 Salt Trucks – 635, 621 (lots)
1 Toolcat (sidewalks)
??1 Hand crew – (sidewalks)

**Possibly 28 full time employees in total

LOTS	QUANTITY	SQ. FT.
Business Districts	28	350,048
Parks – Including Centers	11	520,000

BRIDGES	QUANTITY
Business Districts	10
Parks	0

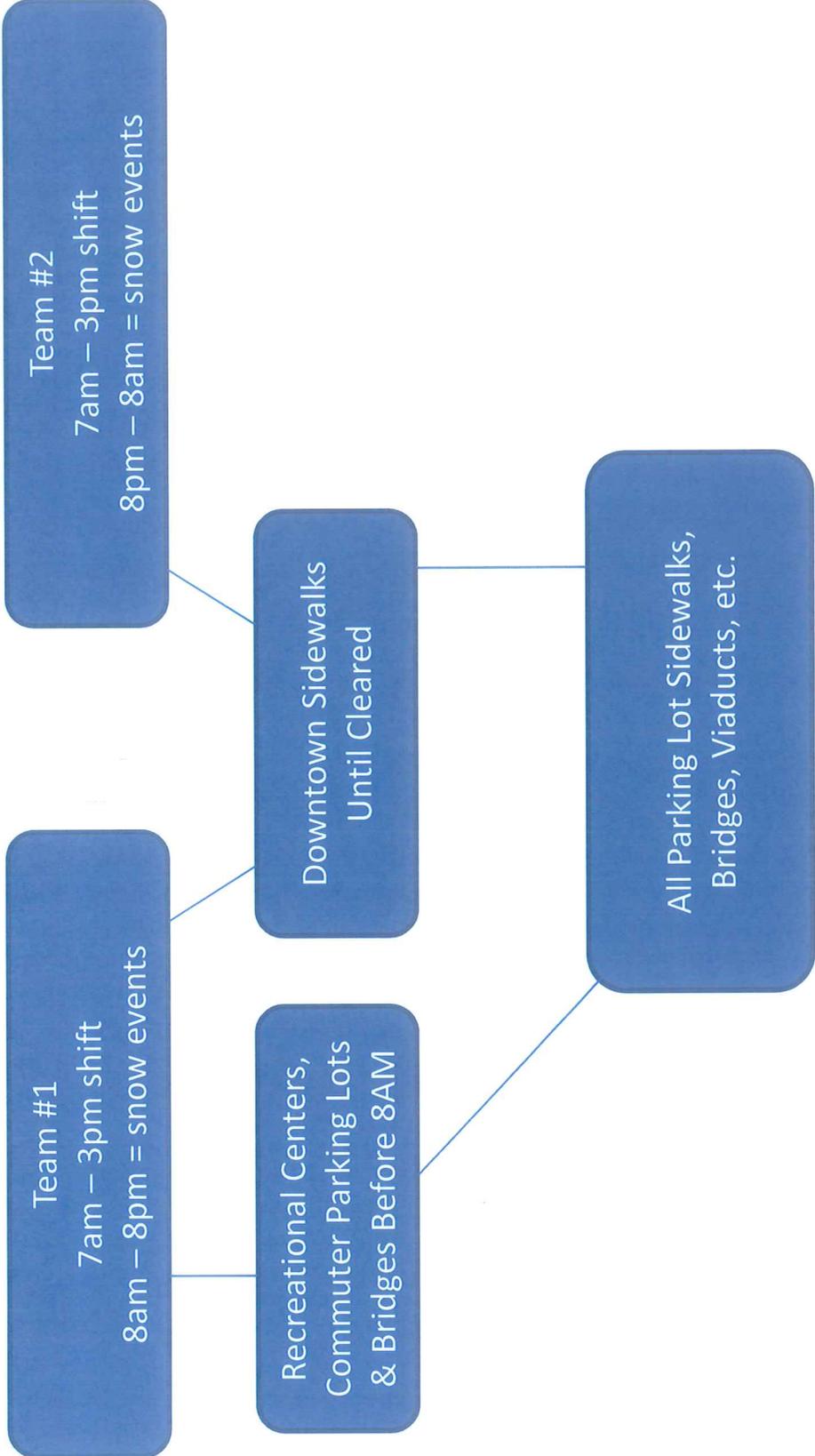
VIADUCTS	QUANTITY
Business Districts	17
Parks	0

PATHWAYS	QUANTITY
Business Districts	0
Parks	7

RECREATIONAL CENTERS	COMPLETE BY 8AM	PATHWAYS TO PLOW	
Civic Center	Yes	Lovelace Park	
Fleetwood- Jourdain	Yes	James Park	
Robert Crown	Yes	Twiggs Park	
Levy Center	Yes	Butler Park	
Noyes Cultural Arts	Yes	Harbert Park	
Chandler Center	Yes	Lakefront Northwestern Drive to Lee St.	
Ecology Center	Yes	Beck Park	
Lighthouse Beach	Yes		
Animal Shelter	If possible		

PUBLIC/PERMIT PARKING LOTS	COMPLETE BY 8AM	PUBLIC/PERMIT PARKING LOTS	COMPLETE BY 8AM
Lot# 4 – Central & Stewart	Yes	Lot #60 – Chicago & Dempster (Driveway Entrance)	No
Lot #54 – Poplar (Metra)	Yes	Lot #8 – 811 Main St.	No
Lot #5 – Ashland & Noyes	Yes	Lot #24 – 727 Main St.	Yes
Lot #16 – Noyes (CTA)	Yes	Lot #31 – 925 Sherman Ave	No
Lot #11 – Foster (CTA)???	???	Lot #15 – 716 Main St. (In The Alley)	No
Lot #48 – 1315 Emerson (Haliburton)	No	Lot #35 – Main & Judson	No
Lot #27 – 1621 Oak (Post Office)	Yes	Lot #32 – 825 Hinman Ave	No
Lot #25 – 1614 Maple (Post Office Trucks)	Yes	Lot #42 – 743 Hinman Ave	No
Lot #38 – 1010 Grove (YMCA)	???????????	Lot #39 – 711Hinman Ave	No
Lot #3 – 1700 Chicago Ave (Library)	Yes	Lot #45 – 833 Forest Ave	No
Lot #6E – 1511 Elmwood (Police)	No	Lot #22 – Sheridan Rd & South Blvd	No
Lot #6W – Lake & Maple (Police)	No	Lot #1 – South Blvd & Hinman Ave	No
Lot #14 – 1505 Sherman (Best Western – below)	Ramps	Lot #53 – Chicago Ave & Howard St	No
Lot #23 – Elmwood & Dempster	No	Lot #18 – Clyde & Brummel	No

VIADUCTS	VIADUCTS	BRIDGES	EXTRA SIDEWALKS
Livingston & Green bay	University & Benson	Isabella & Girard	Dodge & Greenwood (cul-de-sac)
Central & Green bay	Clark & Benson	Central & Bryant	Central St. Metra sidewalks for handicapped ramps
Lincoln & Green bay	Lake & Sherman Ave	Lincoln & Asbury	Dodge & Skokie swift
Noyes & Green bay	Greenwood & Sherman Ave	Green bay & McCormick	
Simpson & Green bay	Dempster & Sherman Ave	Bridge & McCormick	
Lincoln & Ridge	Greenleaf & Chicago Ave	Asbury & Skokie Swift	
Colfax (East of Ridge)	Main & Chicago Ave	Ridge Ave & Skokie Swift	
Noyes & (CTA Tracks)	Washington & Chicago Ave	Custer & Skokie Swift	
Gaffield (East of Maple)	Madison & Chicago Ave	Chicago Ave & Skokie Swift	
Simpson (East of Maple)	South Blvd. & Chicago Ave		
Hamlin (East of Maple)	Mulford & Chicago Ave		
Foster (East of Maple)	Howard & Chicago Ave		
Emerson & Green bay			
Emerson & Benson			



VIII. PARKING RESTRICTIONS

VIII. SNOW OPERATIONS PARKING RESTRICTIONS

PARKING RESTRICTIONS:

Parked cars are a constant obstacle for plow operators to navigate around and can prevent City crews from providing a quality job removing ice and snow. In Evanston, where on street parking is a necessity, the follow snow parking restriction facilitate efficient clean-up.

Snow Route Parking Bans (Main Thoroughfares)

A snow route parking ban may be declared after the accumulation of two (2) inches of snow on the roadway. During a Snow route Parking Ban, parking is prohibited on those streets designated by appropriate signs between the hours of 11:00 p.m. and 6:00 a.m. The Police Department is contacted in the evening prior to the Snow Route Parking Ban. All cars towed under this restriction are removed from the streets and towed offsite. The Police Department handles the associated paperwork for the towing. The Towing Commander in charge of the night operation will travel the Snow Routes prior to 11:00 p.m. and will direct the Police Department where the towing activities should take place. Cars not targeted for towing should still be ticketed during the Snow Route Parking Ban. The Traffic Bureau Supervisor is the contact with the Police Department regarding towing operations.

Snow Emergency (Residential Streets)

A Snow Emergency may be declared when four (4) inches or more of snow has accumulated on the roadway. The declaration of a Snow Emergency prohibit parking on the even side on even dates and the odd side on odd dates on residential streets posted for alternate side parking between the hours of 8:00 a.m. to 6:00 p.m. Once declared, the restriction is in effect for two days to allow for the clearing of both sides of the street. Towing in this operation includes the relocation of vehicles parked in violation of the Parking Ban. Towing contractors move the cars while the block is cleared and cars are relocated to within one block of the vehicles original location once the plowing operations are complete. The Police Department is responsible for the towing of the vehicles and keeping track of the required paperwork. The Towing Commander coordinates snow removal operations with the Police Department employees during this snow removal operation. Ticketing of cars on streets where relocation will not occur is conducted during a Snow Emergency.

IX. COMMUNICATION

IX COMMUNICATIONS

COMMUNITY ENGAGEMENT:

The City uses the following resources to inform about parking restrictions and storm operations.

- 311
- Cityofevanston.org/snow
- City e-newsletter
- Facebook
- Twitter
- Snow line 847-864-SNOW
- WPXZ-497 AM Radio 1650
- Cable Channel 16
- Posted Signs

Curbs, Driveways & Alleys

- The city does not plow alleys. The city continues to remove garbage and recycling. Please clear snow to allow access to your containers so crews can empty them.
- Mounds of snow left along the curb by city plows are unavoidable. Please understand that work crews cannot stop to clear driveways as this occurs.
- To have an alley plowed, ask neighbors about sharing the cost of one of the many local plowing companies.

Sidewalks & Parking Lots

- Homeowners & businesses are responsible for clearing sidewalks adjacent to their property within 24 hours after ANY snowfall. If snow is packed and difficult to remove, please use salt or sand to make sidewalks passable.
- Landlords are responsible for keeping sidewalks, parking lots and all common areas, including open stairwells, free from all hazardous conditions at all times.
- Sidewalks should be completely cleared to allow everyone to travel freely using the sidewalks instead of the street.
- Removal of snow and ice from the sidewalks, curb cuts and parking lots can help prevent accidents and injuries. Also be aware of elderly or disabled neighbors who cannot shovel their own walks and offer to help.

Guidelines:

→ ANTICIPATE SNOW ROUTE PARKING BANS AND SNOW EMERGENCIES. When possible, avoid parking on Snow Routes in the winter. When snow is forecasted, check if you are parked on a Snow Route or on the appropriate side of the street.

→ IF THE SIREN SOUNDS, move your car immediately to the appropriate location

Driving During Snow Removal:

GIVE SNOW PLOWS ENOUGH ROOM TO DO THEIR JOBS SAFELY:

- Don't follow too closely behind the plow
- Don't pass a snow plow on the right
- Slow down

REMEMBER THAT VISIBILITY MAY BE REDUCED DUE TO BLOWING SNOW CAUSED BY PLOWING.

What You Need to Know When It Snows

- Snow Route Parking Ban
- Snow Emergency
- Snow Notifications
- Snow Plowing Guidelines
- Winter Driving



TO REPORT UNSHOVELED SIDEWALKS:

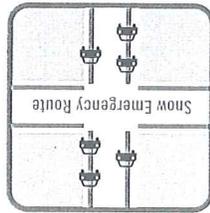
 Call 3-1-1 or  Online at: cityofevanston.org/311

Snow Route Parking Ban

After **2"** of snow

Main thoroughfares in Evanston are designated as snow routes & cleared first.

Parking is illegal on these streets between 11 p.m. and 6 a.m. after the accumulation of at least two inches of snow.



The city's emergency sirens will sound at 8:15 p.m. on snow route parking ban nights.

Violating the snow route parking ban can result in a fine plus towing and storage charges. Snow route parking bans can be in effect for one night or more, depending on the snowfall.



If you move your car to a nearby side street, be sure to follow the snow clearing regulations for that street. Keep in mind that snow plows may need to make multiple passes.

Sirens are tested on the first Tuesday of each month at 10 a.m.

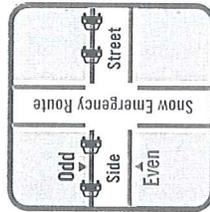
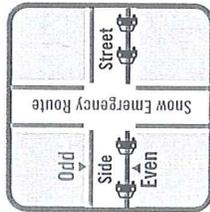
Snow Emergency

After **4"** of snow

Snow emergencies apply to residential streets which are not posted as snow routes & are plowed over a 2-day period.

Do not park from 8 a.m. to 6 p.m. as follows:

- Odd side of street on odd days; and
- Even side of street on even days



The city's emergency sirens will sound at 7:15 a.m. and 12:15 p.m. on snow emergency days.

Cars parked illegally are subject to ticketing and towing. If towed, your car may be returned to the vicinity from which it was towed.



Residential snow removal operations are conducted in accordance with the odd/even days even if a snow emergency is not in effect. Please help us by moving your car accordingly.

Snow emergencies may be extended if conditions require it.

Get Notified

USE THE FOLLOWING RESOURCES TO FIND OUT IF PARKING RESTRICTIONS ARE IN EFFECT.

Ways to get updated information:

- Sign up for text message alerts at: cityofevanston.org/snow
- Subscribe to the city e-Newsletter at: cityofevanston.org/newsletter
- Like us at Facebook.com/cityofevanston
- Follow us on Twitter @cityofevanston
- Call 847/864-SNOW (recorded message)
- WPXZ-497 AM Radio 1650
- Cable Channel 16
- If you are unsure, please follow the posted signs on the street

Questions:

- ☎ Call 3-1-1 or
- 💻 Online at: cityofevanston.org/311



X. SALT USAGE AND ALTERNATIVE DE-ICERS

X. SALT USAGE GUIDLINES & ALTERNATIVE DE-ICERS

De-icing rock salt is a valuable tool to restore roads to normal driving condition after a winter storm. Salt should be used only to prevent or break the bonding of snow and ice to the pavement. Salt should never be used to melt snow and ice as a primary method for removal (chemical plowing).

The City of Evanston stores bulk rock salt in a weather proof salt dome that can store 50% of the City's average salt usage (4,000 tons). The City also creates its own salt brine and has the ability to blend different products to enhance the materials for colder weather applications.

Anti-icing – In an effort to provide the safest roads and the highest level of service practical the City of Evanston engages in the proactive process of anti-icing road ways prior to any appropriate storm event. Public Works will treat all SNOW ROUTES in the City with either salt brine or a combination of salt brine, carbohydrates or calcium chloride as conditions require. In addition, Hills, slopes or other difficult areas to navigate will also be treated. Application rates should be between 30 and 50 gallons per lane mile.

Pre-wetting granular salt – All applications of salt applied to roads or parking lots will be pre-wetted at the spinner with salt brine or a blended mix (to enhance cold weather effectiveness) Application rates should be between 20 to 30 gallons per ton of salt.

Pre-salting streets – When storm conditions are correct pre-salting the intersections of residential roads is an effective method in preventing the bonding of snow to the pavement. Application rates should generally be between 100 and 200 pounds per lane mile at intersections and dangerous points only.

Salt use during storm events – during the management phase of a storm minimal amounts of salt should be used on primarily SNOW ROUTES to maintain enough brining effect to prevent the bonding of snow to the pavement. Application rates should be around 100 to 200 pounds per lane mile.

Salting residential streets – Only intersections, curves and slopes or other identified dangerous locations should be salted on streets designated as residential.

Salt application rates – Application rates should be variable based on storm type and road conditions. Forecasts and pavement temperatures should be monitored to assist in determining the appropriate application of salt. During an average snow event application rates should be between 200 and 400 pounds per lane mile and around 800 pounds per lane mile for an ice storm event.

Evanston Salt Trucks 615, 616, 625, 627 Control System

Tons per lane mile	Liquids Setting	Spinner Control
Auger Setting # 1	200	Set to #1 Setting on Dial
Auger Setting # 2	250	Set to #2 Setting on Dial
Auger Setting # 3	400	Set to #3 Setting on Dial
Auger Setting # 4	450	Set to #4 Setting on Dial
Auger Setting # 5	550	Set to #5 Setting on Dial
Auger Setting # 6	650	Set to #6 Setting on Dial
Auger Setting # 7	750	Set to #7 Setting on Dial
Auger Setting # 8	800	Set to #8 Setting on Dial
Auger Setting # 9	900	Set to #9 Setting on Dial
Auger Setting # 10	1000	Set to #10 Setting on Dial

If your hear salt hitting cars (Lower Spinner Control Setting)

Evanston Salt Truck 636 Control System

	Tons per lane mile	Liquids Setting	Spinner Control
Auger Setting # 1	150	Set to #1 Setting on Dial	Set Accordingly to # of Lanes of Traffic
Auger Setting # 2	250	Set to #2 Setting on Dial	
Auger Setting # 3	350	Set to #3 Setting on Dial	
Auger Setting # 4	450	Set to #4 Setting on Dial	
Auger Setting # 5	550	Set to #5 Setting on Dial	
Auger Setting # 6	600	Set to #6 Setting on Dial	
Auger Setting # 7	650	Set to #7 Setting on Dial	
Auger Setting # 8	700	Set to #8 Setting on Dial	
Auger Setting # 9	750	Set to #9 Setting on Dial	
Auger Setting # 10	800	Set to #10 Setting on Dial	

If your hear salt hitting cars (Lower Spinner Control Setting)

XI. SALT VENDORS AND COMMUNITY CONTRACTS

XI. SALT VENDORS AND CONTRACTS

The City of Evanston seeks a commodity bid for bulk supply and delivery of the communities de-icing rock salt needs once every five years or as market conditions require. The City's current supplier is on the last year of a multiyear contract. The City has co-operative contracts with Northwestern University, School District 202 and School District 65 to purchase and provide bulk rock salt to those agencies.

The City of Evanston uses local joint purchasing cooperatives to provide other de-icing materials such as organic by products (commonly known as "beet juice") and calcium chloride.

Examples of contracts and vendor contacts are attached.

MORTON SALT

June 30, 2015

City of Evanston
Attn: Jim Maiworm
Room 4200, Civic Center
2100 Ridge Avenue
Evanston, IL 60201

Dear Sir:

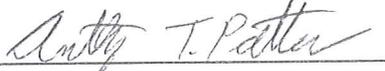
Morton Salt, Inc. is pleased to offer an extension per your request of your current contract for Bulk Safe-T-Salt.

This extension is offered for 7,500 tons at \$69.71 per ton with an 80% minimum purchase. All terms and conditions will remain the same thru April 30, 2016.

Please advise of your acceptance by signing below and faxing to me at 312/807-2669. After 30 days this offer is automatically rescinded.

Thank you for this opportunity to serve your ice control needs another season. If you need further information please call our Sales Representative Debbi Jones at 708/891-5847.

Very truly yours,


Anthony T. Patton
Director, U.S. Government Bulk Ice Control
Sales & Marketing

Accepted:

By 
Name WALLY BOBKIEWICZ
Title CITY MANAGER
Phone 847-866-2936
Date 07/29/2015

cc: Debbi Jones

Approved as to form:


W. Grant Farrar
Corporation Counsel

Return to
Jim Maiworm

Approved @ 7/27/15
Council mtg.

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NWMC
1600 East Golf Road
Suite 0700
Des Plaines, IL 60016
Phone: 847-296-9200
Fax: 847-296-9207

Natural Deicing

Contract #119

- [2014-15 Natural Deicing Liquid Contract Extension](#)
- [2013-14 Natural Deicing Liquid Contract Extension](#)
- [2012-13 Natural Deicing Liquid Award Membership Memo](#)

Product Information

Natural deicing solution is a desugared beet molasses composition that is non-corrosive and environmentally friendly.

Ordering Information

Orders are placed directly with Road Solutions Incorporated.

Road Solutions, Inc.
5616 Progress Road
Indianapolis, IN 46242
Contact Person: Jim Fee
Phone: 888-888-3615
Cell: 773-315-0293
Fax: 317-244-8461
jfee@roadsolutionsinc.com

The duration of the contract is November 9, 2014 through November 8, 2015.

Price

	Price Per Gallon (material only)	Price Per Gallon Delivered <30 miles from Vendor	Price Per Gallon Delivered >30 to 55 miles from Vendor
275 gallon tote	\$2.56	\$2.70	\$2.77
2000-2999 gal	\$1.51	\$1.61*	\$1.65*
3000 gallons	\$1.51	\$1.61	\$1.65
4500 gallons	\$1.46	\$1.57	\$1.61
Freight		*Shipments from 2000 to 3000 gallons add \$450 per tanker load for freight. No split shipments allowed.	

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**City of Evanston- Evanston Township High School District 202
Letter Agreement for Road Salt (Sodium Chloride) Procurement**

Evanston Township High School District 202(hereinafter referred to as "D202") has been procuring road salt from City of Evanston (hereinafter referred to as "City") for many year for the purpose of deicing D202 driveways, roadways, and parking lots. The City has historically taken into consideration D202's salt requirements when determining the amount of salt to purchase each year. This letter agreement formalizes the long-standing arrangement for salt procurement between the City and D202.

1. Ordering: The City is solely responsible for ordering all salt with its awarded supplier.
2. Record-Keeping: The City will maintain records of all transactions between the City and D202.
3. Salt Pick-up: D202 shall pick up salt at the City's salt dome location at 2020 Asbury Avenue, Evanston, IL. D202 must provide City a 12-hour advance notice prior to picking up salt. The City's loader operator stationed at the dome will load D202 salt hopper. If no operator is on site, D202 must contact Streets & Sanitation Offices for loading.
4. Pricing: The salt price under this agreement is \$76.69/ton, which equates to the City's purchase prices of salt (\$69.71/ton) plus a 10% administration and handling fee that covers expenses related to loading, record keeping, procurement, etc. No cost is transferred for storage of salt.
5. Payments: Payment is due in 30 days or late fee (s) may be assessed. Invoices must be returned with payment.
6. Amount: D202 is authorized to purchase up to 300 tons of road salt for the term of this agreement. However, the City reserves the right to reduce this amount for any reason with one weeks' notice.
7. Indemnity: D202 shall defend and hold harmless the City and its elected officials, assigns, officers, directors, employees, agents, and servants from and against any and all liabilities, obligations, losses, damages, penalties, judgments, settlements, claims, actions, suits, proceedings, costs, expenses, and disbursements, including legal fees and expenses, of whatever kind of nature, imposed on, incurred by or asserted against the City, its successors, assigns, officers, directors, employees, agents and servants, in any way relating to or arising out of the terms of this agreement.
8. Term: The term of this agreement is from November 15, 2015 to April 15, 2016

Authorized Signature
Evanston Township High School District 202

Mr. Wally Bobkiewicz
City Manager
City of Evanston

Date

Date

**City of Evanston- Evanston School District 65
Letter Agreement for Road Salt (Sodium Chloride) Procurement**

Evanston School District 65(hereinafter referred to as "D65") has been procuring road salt from City of Evanston (hereinafter referred to as "City") for many year for the purpose of deicing D65 driveways, roadways, and parking lots. The City has historically taken into consideration D65's salt requirements when determining the amount of salt to purchase each year. This letter agreement formalizes the long-standing arrangement for salt procurement between the City and D65.

1. Ordering: The City is solely responsible for ordering all salt with its awarded supplier.
2. Record-Keeping: The City will maintain records of all transactions between the City and D65.
3. Salt Pick-up: D65 shall pick up salt at the City's salt dome location at 2020 Asbury Avenue, Evanston, IL. D65 must provide City a 12-hour advance notice prior to picking up salt. The City's loader operator stationed at the dome will load D65 salt hopper. If no operator is on site, D65 must contact Streets & Sanitation Offices for loading.
4. Pricing: The salt price under this agreement is \$76.69/ton, which equates to the City's purchase prices of salt (\$69.71/ton) plus a 10% administration and handling fee that covers expenses related to loading, record keeping, procurement, etc. No cost is transferred for storage of salt.
5. Payments: Payment is due in 30 days or late fee (s) may be assessed. Invoices must be returned with payment.
6. Amount: D65 is authorized to purchase up to 300 tons of road salt for the term of this agreement. However, the City reserves the right to reduce this amount for any reason with one weeks' notice.
7. Indemnity: D65 shall defend and hold harmless the City and its elected officials, assigns, officers, directors, employees, agents, and servants from and against any and all liabilities, obligations, losses, damages, penalties, judgments, settlements, claims, actions, suits, proceedings, costs, expenses, and disbursements, including legal fees and expenses, of whatever kind of nature, imposed on, incurred by or asserted against the City, is successors, assigns, officers, directors, employees, agents and servants, in any way relating to or arising out of the terms of this agreement.
8. Term: The term of this agreement is from November 15, 2015 to April 15, 2016.

Authorized Signature
Evanston School District 65

Mr. Wally Bobkiewicz
City Manager
City of Evanston

Date

Date

2/9/2009

12-R-09

A RESOLUTION

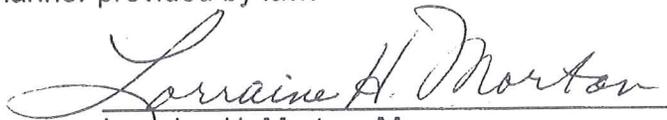
**Authorizing the Interim City Manager to Execute the
City of Evanston – Northwestern University Letter Agreement
for Road Salt (Sodium Chloride) Procurement
and Administration**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANSTON,
COOK COUNTY, ILLINOIS:

SECTION 1: That the Interim City Manager is hereby authorized and directed to sign on behalf of the City of Evanston, the City of Evanston – Northwestern University Letter Agreement for Road Salt (Sodium Chloride) Procurement and Administration. Said Letter Agreement shall be in substantial conformity with the Letter Agreement marked as Exhibit A attached hereto and incorporated herein by reference.

SECTION 2: That the Interim City Manager is hereby authorized and directed to negotiate any additional terms and conditions of the Letter Agreement as may be determined to be in the best interests of the City.

SECTION 3: That this Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.


Lorraine H. Morton, Mayor

Attest:


Rodney Greene, City Clerk

Adopted: March 9, 2009

12-R-09

EXHIBIT A

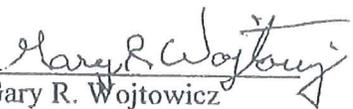
**City of Evanston – Northwestern University Letter Agreement for
Road Salt (Sodium Chloride) Procurement
and Administration**

City of Evanston – Northwestern University
Letter Agreement for Road Salt (Sodium Chloride) Procurement

Northwestern University (hereinafter referred to as “NU”) has been procuring road salt from the City of Evanston (hereinafter referred to as “City”) for many years for the purpose of deicing Evanston Campus roads, walks and parking lots. The City has historically taken into consideration NU’s salt requirements when determining the amount of salt to purchase each year. This letter agreement (the “Agreement”) formalizes the long-standing arrangement for salt procurement between the City and NU.

1. Ordering: The City is solely responsible for ordering all salt with its awarded supplier.
2. Record-Keeping: The City will maintain records of all transactions between the City and NU.
3. Salt Pick up: NU shall pick up salt at the City’s salt dome location at 2020 Asbury Avenue, Evanston, IL, or any future location where the salt may be stored. NU must provide the City 12-hour advance notice prior to picking up the salt. The City’s loader operator stationed at the dome will load the NU salt hopper. If no operator is on site, NU must contact the Streets & Sanitation Offices for loading.
4. Pricing: The salt price under this Agreement is at the City’s purchase price of the salt plus a 10% administration and handling fee that covers expenses related to loading, record keeping, procurement, etc. No cost is transferred for the storage of the salt. NU will pay a one-time lump sum of \$93,000 to the City representing NU’s proportional share for renewal of existing storage facility including recently completed repairs, or replacement of same.
5. Amount: NU is authorized to purchase up to 700 tons of road salt per year for the term of this Agreement. Upon agreement of the City, NU has the option to request and purchase additional road salt from the City at price established in Paragraph (4).
6. Indemnity: NU hereby assumes liability for and agrees to protect, hold harmless and indemnify the City and its elected officials, assigns, officers, directors, employees, agents and servants from and against any and all liabilities, obligations, losses, damages, penalties, judgments, settlements, claims, actions, suits, proceedings, costs, expenses and disbursements, including legal fees and expenses, of whatever kind and nature, imposed on, incurred by or asserted against the City, its successors, assigns, officers, directors, employees, agents and servants, in any way relating to or arising out of NU’s purchase or pick-up of the road salt, except for injuries to persons or property arising out of the negligence or willful misconduct of the City.
7. Term: The term of this Agreement is retroactive from November 15, 2008 to April 15, 2019, with both parties agreeing to review the administrative fee established in Paragraph (4) after April 15, 2014.

8. Termination: This Agreement cannot be terminated without cause by either party during the stated term of the Agreement. A party can only terminate the Agreement upon 30 days written notice if the other party is in breach of the Agreement. Should the City violate the terms of the Agreement or terminate the Agreement prior to its expiration, it will re-pay NU a portion of the \$93,000 construction cost referenced in paragraph 4. The re-payment amount would be a proportional share based on the year in which the contract is terminated.



Gary R. Wojtowicz
Director, Facilities Management
Northwestern University

City Manager
City of Evanston

2/06/09

Date

Date

XII. CONTRACTED SNOW OPERATIONS SUPPORT

XII. CONTRACTED SNOW OPERATIONS SUPPORT

Although the City of Evanston has a dedicated staff to support snow operations and an ample fleet of equipment to clear roads there are times when winter precipitations are so significant that support from outside vendors is critical to assist the City to meet its objectives.

Each year City staff gathers a list of local contractors that are willing to provide equipment and staff necessary to support City operations if contacted to do so.

Enclosed is a list of available contractors and contact information.



CONTRACTORS, INC.

7401 N. St. Louis Ave. • Skokie, IL 60076
(847) 679-7980 • FAX: (847) 679-7981

PROPOSAL

PROPOSAL SUBMITTED TO:
City of Evanston Don Cornelius 2100 Ridge Avenue Evanston, IL 60201

DATE
11/2/2015

PHONE	JOB SITE
847-366-9760	Snow Season 2015-16

DESCRIPTION	PRICE
Rates are applicable only after each snowfall event - not during a snow event	
Semi-Tractor Trailer Truck and Driver: (6)	
Straight Time (Regular Business Hours Monday through Friday 7:00 A.M. to 3:00 P.M.) \$105.00 per hour per truck	
Premium/Overtime (Outside Regular Business Hours) \$130.00 per hour per truck	
Six-wheeler (Regular Business Hours Monday through Friday 7:00 A.M. to 3:00 P.M.) \$100.00 per hour per truck (1 available)	
Premium/Overtime (Outside Regular Business Hours) \$125.00 per hour per truck	
Endloader and Operator: (2)	
Straight Time (Regular Business Hours Monday through Friday 7:00 A.M. to 3:00 P.M.) \$170.00 per hour per loader	
Premium/Overtime (Outside Regular Business Hours) \$195.00 per hour per loader	
Skid-Steer (Regular Business Hours Monday through Friday 7:00 A.M. to 3:00 P.M.) \$140.00 per hour per machine (3 available)	
Premium/Overtime (Outside Regular Business Hours) \$165.00 per hour per loader	
Lowboy Fee \$150.00 per hour (if applicable)	
Travel Time Included	
8 Hours Minimum	

Prices quoted good for 30 days
Please sign and return

Payment terms—30 days.
Conditions not obvious or readily visible and unknown obstructions are not covered by this quote and will be charged additionally. All work is subject to the terms and conditions for payment listed above. No retention will be allowed and any outstanding balance past the terms listed above, will be subject to an interest rate of 1.5% per month, which equals 18% per year. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. All agreements contingent upon strikes, accidents or delays beyond our control (owner to carry fire, tornado and other necessary insurance, including all necessary permits. Our workers are fully covered by Workmen's Compensation Insurance. If full payment is not received within the terms listed above and it becomes necessary to employ collection procedures, all the costs associated for such procedures, including but not limited to: mechanics' liens, collection services and litigation, along with all the legal, clerical and processing fees, will be paid by the client. The client further agrees that if litigation does take place the transaction shall be governed by the laws of the State of Illinois and that jurisdiction and venue for hearing shall be with the Circuit Court of Cook County, 2nd Municipal District, located in Skokie, IL.

Authorized Signature _____ Guy Battista, President

Note: This proposal may be withdrawn by us if not accepted within 90 days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____ Signature _____

KLF TRUCKING, CO.

11/2/2015

KLF Trucking
 2300 W 167th St
 Markham, IL 60426
 Phone 708-331-4200
 Fax 708-331-4212

Company City of Evanston
 Address 2020 Ashbury
 City Evanston IL
 Attn: Don Cornelias
 Office
 Fax
 Email dcornelius@cityofevanston.org

Job Description: Snow Removal

	Description	Price	Total
		Hourly Rate	
2	Rubber Tire Loaders	\$150.00	\$150.00
20+	Dump Trucks to relocate snow	\$125.00	\$125.00
3	Skid Steer	\$125.00	\$125.00
	Roll Off Dumpsters	\$350.00	\$350.00
	dropped and picked up loaded with Snow(Total not Hourly)		
	Mobilization-Heavy Equipment Only		
	Mobilization In	\$500.00	\$500.00
	Mobilization Out	\$500.00	\$500.00
	* An 8 hour guarantee is required with 1 hour of travel time at the beginning and 1 hour travel time at the end		

Payment terms are 30 DAYS AFTER THE DAY OF WORK..

Past due invoices will be subject to 1 1/2% interest charge per month.

All drivers are radio dispatched.

Any company/subcontractor who overloads our trucks will be responsible for all penalties resulting from the overloading.

INITIAL HERE _____

I have read and agree to the above mentioned _____ Title _____

THIS WORK ORDER MUST BE SIGNED BY A CORPORATE OFFICER OF THE COMPANY.

Date _____

XIII. EXHIBITS

EXHIBIT 1

EXHIBIT 1

SNOW AND ICE STAFFING NEEDS

The following is a breakdown of the snow and ice staffing needs. This matrix covers the staffing requirements for all levels of operations.

1) PRETREATMENT (anti-icing)

<u>Staffing</u>	<u>Operation</u>
4	truck routes
1	brine making/loading

2) SALTING OPERATION (up to 2" of snow)

<u>Staffing</u>	<u>Operation</u>
11	Truck routes
2	Parking lots
3	Sidewalks
4	Downtown and park paths

3) LEVEL ONE (1) PLOWING (2" – 4" of snow)

<u>Staffing</u>	<u>Operation</u>
16	Truck routes
2	Parking lots
3	Sidewalk routes
3	Downtown & park paths

4) LEVEL TWO (2) PLOWING (4" – 8" of snow)

<u>Staffing</u>	<u>Operation</u>
20	Truck routes
4	Parking lots
3	Sidewalk routes
3	Downtown & park paths

5) LEVEL THREE (3) PLOWING (8" – 15" of snow) Significant storm

<u>Staffing</u>	<u>Operation</u>
24	Truck routes
4	Parking lots
3	Sidewalk routes
3	Downtown & park paths

6) LEVEL FOUR (4) PLOWING (15" + of snow) Major Winter storm

<u>Staffing</u>	<u>Operation</u>
35	Truck routes
3	Sidewalk routes
4	Parking lots
4	Downtown & park paths

EXHIBIT 2

EXHIBIT 2

STAFFING DISTRIBUTION BY DIVISION

The following is a potential breakdown of the personnel required to fill out one shift of a given snow and ice response for Public Works. The actual distribution of people maybe different based on available staff.

SALTING OPERATION; 18 persons total, (11) Streets, (5) Parks, (2) Traffic,

LEVEL I PLOWING; 24 person total, (14) Streets, (5) Parks, (3) Traffic, (2) Forestry

LEVEL II PLOWING; 30 persons total, (14) Streets, (5) Parks, (3) Traffic (5) Forestry, (5) Sanitation

LEVEL III PLOWING: 34 persons total, (14) Streets, (5) Parks, (2) Forestry, (3) Traffic, (5) Water & Sewer, (5) Sanitation

LEVEL IV PLOWING; 46 persons total, (14) Streets, (8) Parks, (8) Water & Sewer, (8) Forestry, (3) Traffic (5) Sanitation

The totals above represent the needs of one twelve (12) hour shift. If the storm requirements are such that a twenty four (24) hour coverage is required then staff maybe drawn from the following additional pool of employees.

8 additional Water and Sewer employees

10 additional Sanitation employees

17 additional Facilities Maintenance employees

4 additional Traffic Electricians.

The following are the staffing needs for twenty four (24) hour storm coverage per the level of response required.

SALTING OPERATION; 36 persons

LEVEL I PLOWING; 48 persons

LEVEL II PLOWING 60 persons

LEVEL III PLOWING; 68 persons

LEVEL IV PLOWING; 92 persons

EXHIBIT 3

EXHIBIT 3

Current list of supervisory staff

<u>Name & Title</u>	<u>Role in snow operations</u>
Henry Daniels – Streets Supervisor	Snow command shift supervisor
Tim Bartus – Water distribution supervisor	Snow command shift supervisor
Mark Steinbuck – Sewer Supervisor	Snow Command shift supervisor
Tom Twigg – Traffic Supervisor	Towing Operations supervisor
Kevin Johnson – Sanitation Supervisor	Snow command shift supervisor
Stephan Walker – Greenways Supervisor	Snow command shift supervisor
Don Cornelius – Project Manager	Night shift supervisor
Jim Nelson – Project manager	Towing Operations supervisor

EXHIBIT 4

Public Works Agency

Infrastructure Maintenance				Snow Command				
Streets	Water & Sewer	Forestry	Greenways/Business	Solid Waste	Greenways/Business	Solid Waste	Greenways/Business	
1	John Jaminski	C/L	James Todd	C/L	John Kimball	C/L	Vonnie Moore	
2	Andre Roberts	C/L	Kevin Ward	C/L	Adam Theis	C/L	Mark Barner	
3	Jimmy Kraatz	EO III	Tony Galati	C/L	Roger Ott	T/M	David Matusek	
4	Dan Kwiecinski	EO III	Curtis Sales	PFW III	Luis Ortiz	EO II	Robert Pompey	
5	Rick Brower	EO III	Juan Octaviano	PFW III	John Parrott	EO II	Kevin Pearson	
6	Alvin Veasley	EO II	Weneth Ogunremp	PFW III	Phil Martorelli	EO II	John Kloff	
7	Pat Kennedy	EO II	Chappel Arnold	PFW III	Aaron Perrin	EO I	William Turner	
8	Mike Davis	EO II	Renee Corona	PFW III	Gary Eanes	PFW III	Edgar Mansera	
9	Shantray Martin	EO II	Mike Deleskiewicz	PFW III	Antonio Guzman	PFW III		
10	Elliot Hall	EO II	Kevin Lasauskas	PFW III	Paul Crescenzo	PFW III		
11	Ricky Sudduth	EO II	Steve Murray	PFW III	Jason Ciszewski	PFW III		
12	Donald Blackwood	EO II	Dario Rojas	PFW III	Gerald Franklin	PMW III		
13	Lucio Jimenez	EO II	Javier Chavez	PFW III	Brad Kolff	PMW III		
14	Tom Sweeney	EO II	Rachid Asemgar	PFW III	Matt Thomas	PMW III		
15	Andrew Watkins	EO II	Edgar Vazquez	PFW III	William Doby	PMW II		
16	Tony Cordero	EO II			Maurice Turner	PMW II		
17	Vernon Gliot	EO II			Johnny Hickman	PMW II		
18					Dwayne Morris	PMW II		
19					Lisa Sanders	PMW II		
20					Kelly Young	PMW II		
21					Brian Bonner	PMW II		
22					Francisco Soto	PMW II		
23					Chris Jackson	PMW II		
24					Rick Thomas	PMW II		
25					Colin Aegler	PMW II		
17 Employees		17 Employees		15 Employees		25 Employees		8 Employees

Streets	Greenways/Business
57 Total Employees	25 Total Employees

Supervision
Henry Daniels
Tom Twigg

Mark Steinbuck
Tim Bartas

Stephen Walker
Kevin Johnson

Tow Commanders
1)
2)

3)
4)

Seniority List Streets and Sanitation

Seniority List Streets and Sanitation				30-Oct-15		
Last Name	First Name	Position	Hire Date (original)	Number of Years	Department	Supervisor
Doby	William	Eq. Op. II	18-Aug-80	35.20	Sanitation	Johnson
Ott	Roger	Tradesman	29-Jan-81	34.75	Parks	Walker
Bogacz	Jeff	Traf Electrician	05-Mar-84	31.65	Facilities	Twigg
Todd	James	Crew Leader (F)	31-Jan-84	31.75	Forestry	Younger
Franklin	Gerald	Eq. Op III	03-Jun-85	30.41	Streets	Daniels
Veasley	Alvin L.	Eq. Op. II	02-Feb-87	28.74	Streets	Daniels
Sales	Curtis	PFW. III	04-Mar-87	28.66	Forestry	Younger
Ward	Kevin	Crew Leader (F)	24-Aug-87	28.18	Forestry	Younger
Kwiecinski	Daniel A.	Eq. Op. III	11-Apr-88	27.55	Streets	Daniels
Kraatz	James M.	Eq. Op. III	12-Sep-88	27.13	Streets	Daniels
Kimball	John	Crew Leader (P)	04-Dec-89	25.90	Parks	Walker
Jackson	Garland	PFW. II	04-Dec-89	25.90	Parks	Walker
Ortiz	Luis	Eq. Op. II (P)	20-Jun-90	25.36	Parks	Walker
Galati	Tony	Crew Leader (F)	16-Jul-90	25.29	Forestry	Younger
Brower	Rick	Eq. Op. III	23-Sep-91	24.10	Streets	Daniels
Evans	David	Lead Electrician	01-Jun-93	22.41	Facilities	Twigg
Barner	Mark A.	Eq. Op. II	09-Aug-93	22.22	Sanitation	Johnson
Turner	Maurice	P.W.M.W.II	31-May-94	21.42	Sanitation	Johnson
Hickman	John V.	P.W.M.W.II	30-Jan-95	20.75	Streets	Johnson
Jaminski	John	Crew Leader (S)	26-Jun-95	20.34	Streets	Daniels
Kennedy	Patrick	Eq. Op. II	23-Oct-95	20.02	Streets	Daniels
Gonzales	Victor	Traf Electrician	19-Feb-96	19.69	Facilities	Twigg
Eanes	Gary	PFW. III	20-Mar-96	19.61	Parks	Walker
Davis	Michael	Eq. Op. II	23-Dec-96	18.85	Streets	Daniels
Martin	Shantray A.	Eq. Op. II	01-Apr-97	18.58	Sanitation	Daniels
Hall	L. Elliott	Eq. Op. II	11-Aug-97	18.22	Streets	Daniels

Thomas	Rick	PFW. II	14-Jul-97	18.29	Parks	Walker
Hahn	John	Traf Electrician	11-Aug-97	18.22	Facilities	Twigg
Parrott	John	Eq. Op. II (P)	08-Aug-97	18.23	Streets	Daniels
Aegler	Colin	PFW. II	02-Sep-97	18.16	Streets	Daniels
Octaviano	Juan	PFW. III	29-Jun-98	17.34	Forestry	Younger
Roberts	Andre	Crew Leader (S)	14-Jun-99	16.38	Streets	Daniels
Ogunrempe	Wenneth	PFW. III	22-Nov-99	15.94	Forestry	Younger
Suddluth	Ricky	Eq. Op. II	03-Jan-00	15.82	Streets	Daniels
Arnold	Chappell	PFW. III	05-Jun-00	15.40	Forestry	Younger
Corona	Renee	PFW. III	11-Sep-00	15.13	Forestry	Younger
Blackwood	Donald	Eq. Op. II	18-Dec-00	14.86	Streets	Daniels
Dombrowski	Larry	FMW III	26-Mar-01	14.60	Facilities	Twigg
Deleskiewicz	Mike	PFW. III	09-Jul-01	14.31	Forestry	Younger
Bartell	Bart	FMW III	14-Aug-01	14.21	Facilities	Ulloa
Morris	Dwayne	P.W.M.W.II	11-Dec-01	13.88	Parks	Walker
Matusek	David	Eq. Op. II	28-Feb-02	13.67	Sanitation	Johnson
Moore	Vonnie	Eq. Op. II	28-Feb-02	13.67	Sanitation	Johnson
Martorelli	Phil	Eq. Op. II (P)	28-Feb-02	13.67	Parks	Walker
Lasauskas	Kevin	PFW. III	28-May-02	13.42	Forestry	Younger
Sanders	Lisa	P.W.M.W.II	15-Jul-02	13.29	Parks	Walker
Theis	Adam	Crew Leader	12-Apr-04	11.55	Parks	Walker
Guzman	Antonio	PFW. III	24-May-04	11.43	Streets	Daniels
Crescenzo	Paul	PFW. III	24-May-04	11.43	Parks	Walker
Murray	Steve	PFW. III	19-Jul-04	11.28	Forestry	Younger
Jimenez	Lucio	Eq. Op. II	13-Sep-04	11.13	Streets	Daniels
Rojas	Dario	PFW. III	10-Jan-05	10.80	Forestry	Younger
Sweeney	Tom	Eq. Op. II	06-Jun-05	10.40	Streets	Daniels
Young	Kelly	P.W.M.W.II	17-Oct-05	10.03	Parks	Walker
Pompey	Robert	Eq. Op. II	17-Oct-05	10.03	Sanitation	Johnson
Chavez	Javier	PFW. III	14-Nov-05	9.96	Forestry	Younger

EXHIBIT 5

2015 - 2016 Large Plows Public Works Agency

VEH #	VEH MAKE	NOTES	FLOW NAME	Spreader	Assignment	Vehicle PM		
						YES/NO	TYPE	DATE COMPLETED
1	Ford LTS 8000	6 Wheeler w/Chipper Box	Flink 10'		Forestry/Streets			
2	Ford LTS 800	6 Wheeler Dump Trk	Flink 10'	Swenson	Forestry/Streets			
3	Int. 4900	Single Axle w/Hook Lift	Flink 10'	Monroe	Streets			
4	I.H. 4900	6 Wheeler w/Hook Lift	Flink 10'	Monroe	Streets			
5	I.H. 7400 4X2	Single Axle w/ Brine Tank	Monroe 10'	Monroe	Streets			
6	I.H. 7400	Single Axle w/Spreader	Monroe 10'	Monroe	Streets			
7	I.H. 7400 Brine	Single Axle w/ Brine Tank	Monroe 10'	Monroe	Streets			
8	Int 7400	6 Wheeler w/Spreader	Flink 10'	Flink	Streets			
9	I.H. 7400	Single Axle w/Spreader	Monroe 10'	Monroe	Streets			
10	I.H. 7400	Single Axle w/Spreader	Monroe 10'	Monroe	Streets			
11	I.H. 7400	Single Axle w/Spreader	Monroe 10'	Monroe	Streets			
12	I.H. 7400	6 Wheeler w/Spreader	Wausau 10'	Swenson	Streets			
13	I.H. 4900	6 Wheeler w/Hook Lift	Flink 10'	Monroe	Streets			
14	I.H. 4901	6 Wheeler w/Spreader	Monroe 10'	Monroe	Streets			
15	I. H. 7400	6 Wheeler w/Spreader	Flink 10'	Flink	Water/Streets			
16	I.H. 7400	6 Wheeler Dump Trk	HiWay 10'		Water/Streets			
TOTAL PLOWS			16	14	Salters			

Solid Waste Plows

17	CCC LET 2-40	Garbage Truck	Monroe 10'					
18	CCC LET 2-41	Garbage Truck	Flink 10'					
19	CCC LET 2-42	Garbage Truck	Flink 10'					
20	CCC LET 2-43	Garbage Truck	Flink 10'					
21	CCC LET 2-44	Garbage Truck	Flink 10'					
22	CCC LET 2-45	Garbage Truck	Flink 10'					
TOTAL PLOWS			6	13	Salters			
Total Plows all Divisions			22	13	Total Salters			

UPDATED 10/28/15

* Asterisk denotes vehicle is used for leaf project

2015 - 2016 Small Plow Checklist

Public Works Agency

VEH #	VEH MAKE	NOTES	PLOW NAME	Spreader	Assignment	Vehicle PM		
						YES/NO	PM TYPE	DATE COMPLETED
1								
259	Ford F-450 4X4	One Ton Truck W/ Tommy Lift	Western Pro + w/ Quad 8.5'		Facilities			
601	Ford F-250 4X4	Pick-up Truck (Supervisor)	V Western 8.5'	Brine	Streets			
602	Ford F-250 4X4	Pick-up Truck (Supervisor)	V Western 8.5'		Solid Waste			
618	Ford F-450 4X4	One Ton w/W/ Salter	Western Pro + 8.5'	Buyers	Streets			
619	Ford F-350 4X4	Utility Truck W/ Tommy Lift	Western 8.5'		Streets			
626*	Ford F-450 4X4	One Ton Truck Pick-up W/ Salter	Western MVP 8.5'	Sweson	Streets			
634	Ford F-450 4X4	One Ton Truck Pick-up W/ Salter	Western 8.5'	Buyers	Streets			
637	Ford F-450 4X4	One Ton Truck Pick-up W/ Salter	Western Pro + w/ Quad 8.5'	Buyers	Streets			
638	Ford F-450 4X5	One Ton Truck Pick-up W/ Salter	Western Pro + w/ Quad 8.5'	Buyers	Streets			
		TOTAL PLOWS	9	5	Salters			

FORESTRY PLOWS

10	Ford F-250 4X4	Pick-up Truck (Supervisor)	Western 8'		Forestry/Streets			
541	Ford F-350 4X4	Pick-up Truck	Western Pro 8'		Forestry/Streets			
542	Ford F-450	One Ton Truck	Western 8.5'		Forestry/Streets			
549	Ford F-350 4X4	Pick-up Truck	Western Pro + 8'		Forestry/Streets			
551	Ford F-450 4X4	One Ton Truck Pick-up W/ Salter	Western Pro + 8.5'	Buyers	Forestry/Streets			
569	Ford F-350 4X4	Pick-up Truck	Western Pro + 8'		Forestry/Streets			
576	Ford F-350 4X4	One Ton Truck	Western Pro 8'		Forestry/Streets			
		TOTAL PLOWS	7	1	Salters			

WATER PLOWS

17	Ford F-250 4X4	Pick-up Truck (Supervisor)	Western Pro 8'		Water/Streets			
914	Ford F-550	One Ton Truck Pick-up W/ Salter	Western 8.5'		Water/Streets			
916	Ford F-550	One Ton Truck	Pro-Plus 8.5'		Water/Streets			
917	Ford F-350 4X4	Pick-up Truck (Supervisor)	Western Pro + 8.5'		Water/Streets			
		TOTAL PLOWS	4	1	Salters			

2015 - 2016 Small Plow Checklist Public Works Agency

VEH #	VEH MAKE	NOTES	PLOW NAME	Spreader	Assignment	Vehicle PM	
						YES/NO	PM TYPE
PARKS PLOWS							
21	Ford F-250 4X4	Pick-up Truck	Western MVP + 8.5'		Greenways/Bus		
22	Ford F-250 4X4	Pick-up Truck (Supervisor)	Western Pro + w/Quad 8'		Greenways/Bus		
23	Ford F-250 4X4	Pick-up Truck	Western Pro 8'		Greenways/Bus		
24	Ford F-450 4X4	One Ton Truck Pick-up W/ Salter	Western Pro 8'	Monroe	Greenways/Bus		
25	Ford F-450 4X4	One Ton Truck Pick-up W/ Salter	Western Pro +8.5'	Buyers	Greenways/Bus		
26	Ford F-450 4X4	One Ton Truck	Western Pro 8.5'		Greenways/Bus		
27	Ford F-350 4X5	Pick-up Truck	Western Pro 8'		Greenways/Bus		
28	Jeep Wrangler 4X4	Jeep	Sno-Way		Greenways/Bus		
29	Ford F-350 4X4	One Ton Truck	Western 8'		Greenways/Bus		
		TOTAL PLOWS	9	2	Salters		
Business Group Plows							
30	John Deere Sidewalk Trac	Tractor	Plow, Broom, Salter	Buyers	Greenways/Bus		
31	John Deere Sidewalk Trac	Tractor	Plow, Broom, Salter	Buyers	Greenways/Bus		
32	Kubota Utility Veh	Utility Vehicle	Plow, Broom, Salter	Snow Ex	Greenways/Bus		
33	Kubota Utility Veh	Utility Vehicle	Plow, Broom, Salter	Snow Ex	Greenways/Bus		
34	Toolcat Utility Veh	Utility Vehicle	Plow, Broom, Salter	Snow Ex	Greenways/Bus		
35	Toolcat Utility Veh	Utility Vehicle	Plow, Broom, Salter	Snow Ex	Greenways/Bus		
36	Toolcat Utility Veh	Utility Vehicle	Plow, Broom, Salter	Snow Ex	Greenways/Bus		
37	Ford F-450 4X4	One Ton Truck W/ Tommy Lift	Western MVP 8.5'		Bus Group		
38	Ford F-350 4X4	One Ton Truck Pick-up W/ Salter	Western Pro + 8.5'	Western	Bus Group		
39	Ford F-450 4X4	One Ton Truck Pick-up W/ Salter	Western Pro + 8"	Buyers	Bus Group		
40	Ford F-250 4X4		Western Pro + 8'		Greenways/Bus		
643	Ford F-350 4X4	RUBBER EDGE KIT 62-62556	8' Pro + Rubber blade				
		TOTAL PLOWS	11	9..	Salters		
		TOTAL PLOWS all Division	40	18	Total Salters		

UPDATED 10-28-15

2015 - 2016 Tractors

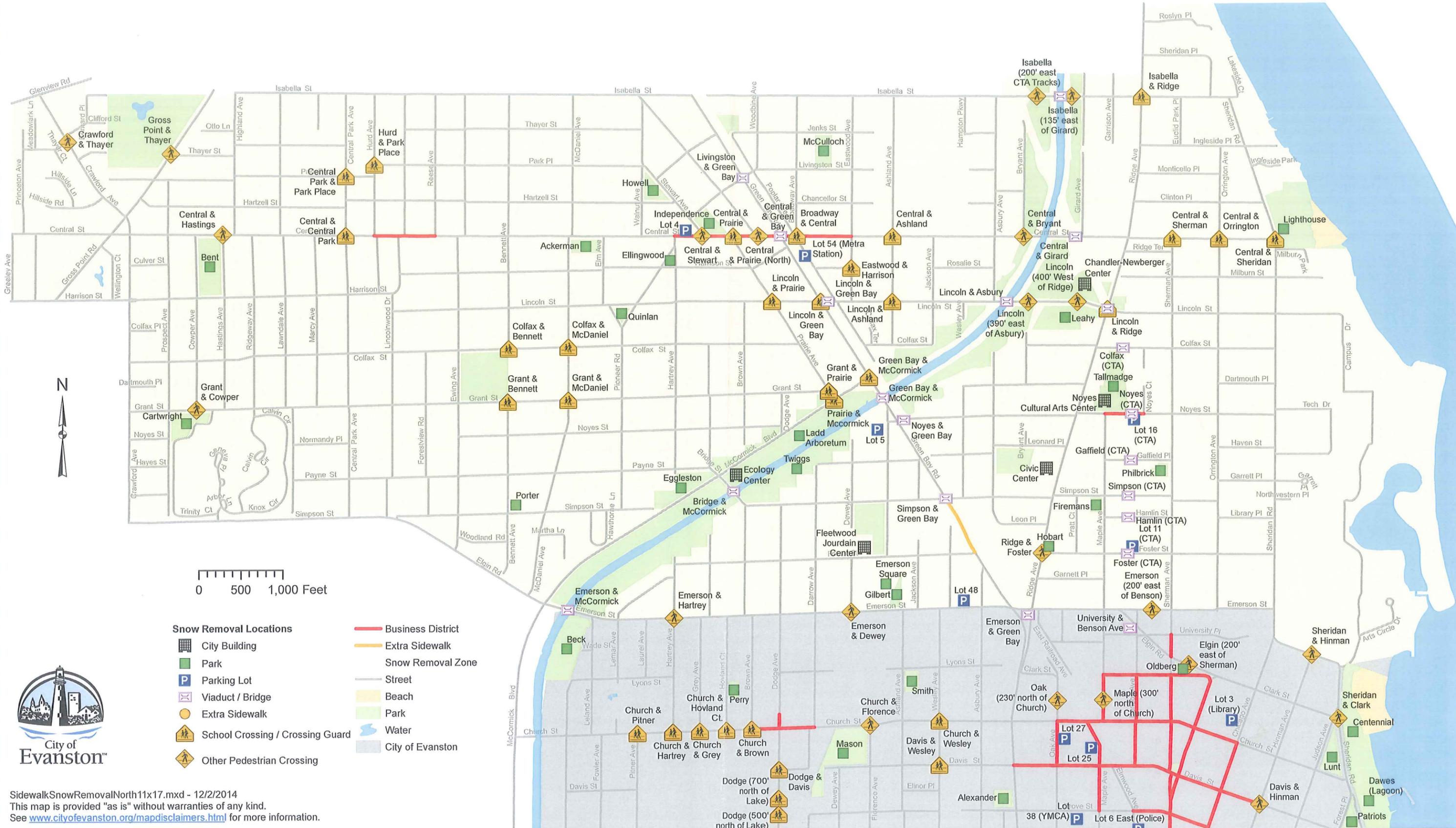
Public Works Agency

VEH #	VEH MAKE	NOTES	PLOW NAME	Spreader	Assignment	YES/NO	Vehicle PM TYPE	DATE COMPLETED
1	Caterpillar	Skid Steer	Bucket/Blade		Greenways/Bus			
2	Caterpillar	Skid Steer	Bucket/Blade		Streets			
3	Caterpillar	Skid Steer	Bucket/Blade		Streets			
4	John Deere	Combo Tractor	Bucket		Streets			
5	John Deere	Combo Tractor	Bucket		Streets			
6	John Deere	Combo Tractor	Bucket		Water/Streets			
7	John Deere	Combo Tractor	Bucket		Water/Streets			
8	John Deere	Rubber Tire Front End Loader	Bucket		Streets			
9	John Deere	Rubber Tire Front End Loader	Bucket		Streets			
10	John Deere	Rubber Tire Front End Loader	Bucket		Streets			
11	John Deere	Rubber Tire Front End Loader	Bucket/Blade		Streets			
12	Case	Rubber Tire Front End Loader	Bucket		Water/Streets			
13	Caterpillar	Motor Grader	Blade		Streets			
16		TOTAL EQUIPMENT	13	0	Salters			

* Asterisk denotes vehicle is used for leaf project

EXHIBIT 6

Northern Sidewalk Snow Removal Zone



- Snow Removal Locations**
- City Building
 - Park
 - Parking Lot
 - Viaduct / Bridge
 - Extra Sidewalk
 - School Crossing / Crossing Guard
 - Other Pedestrian Crossing
- Map Features**
- Business District
 - Extra Sidewalk
 - Snow Removal Zone
 - Street
 - Beach
 - Park
 - Water
 - City of Evanston

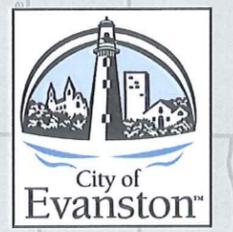
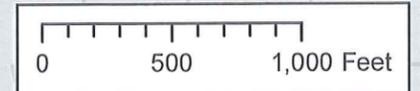


SidewalkSnowRemovalNorth11x17.mxd - 12/2/2014
 This map is provided "as is" without warranties of any kind.
 See www.cityofevanston.org/mapdisclaimers.html for more information.

Central Sidewalk Snow Removal Zone

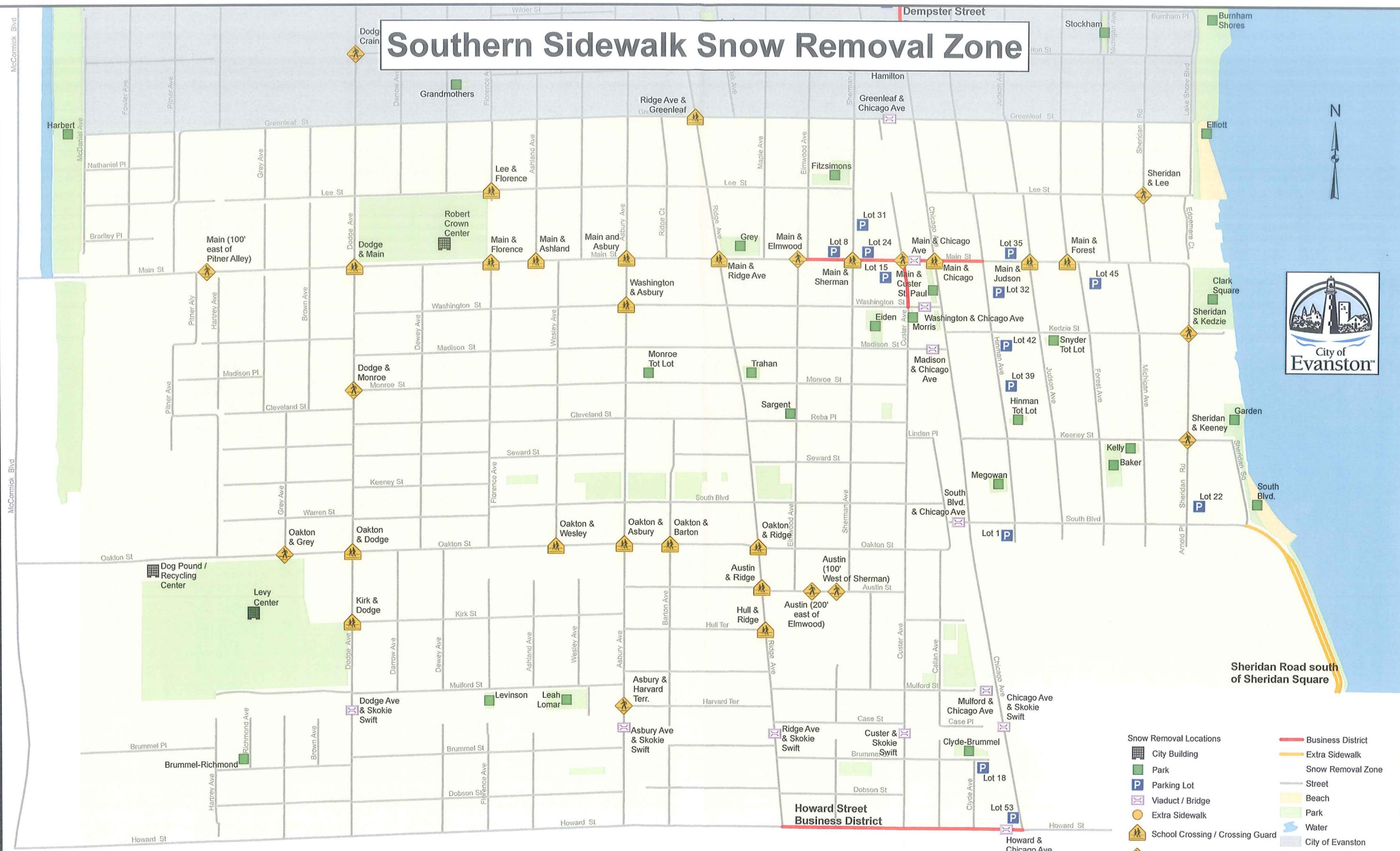


City Building	School Crossing / Crossing Guard	Street
Park	Other Pedestrian Crossing	Beach
Parking Lot	Business District	Park
Viaduct / Bridge	Extra Sidewalk	Water
Extra Sidewalk	Snow Removal Zone	City of Evanston



SidewalkSnowRemovalCentral11x17.mxd - 12/2/2014
 This map is provided "as is" without warranties of any kind.
 See www.cityofevanston.org/mapdisclaimers.html for more information.

Southern Sidewalk Snow Removal Zone



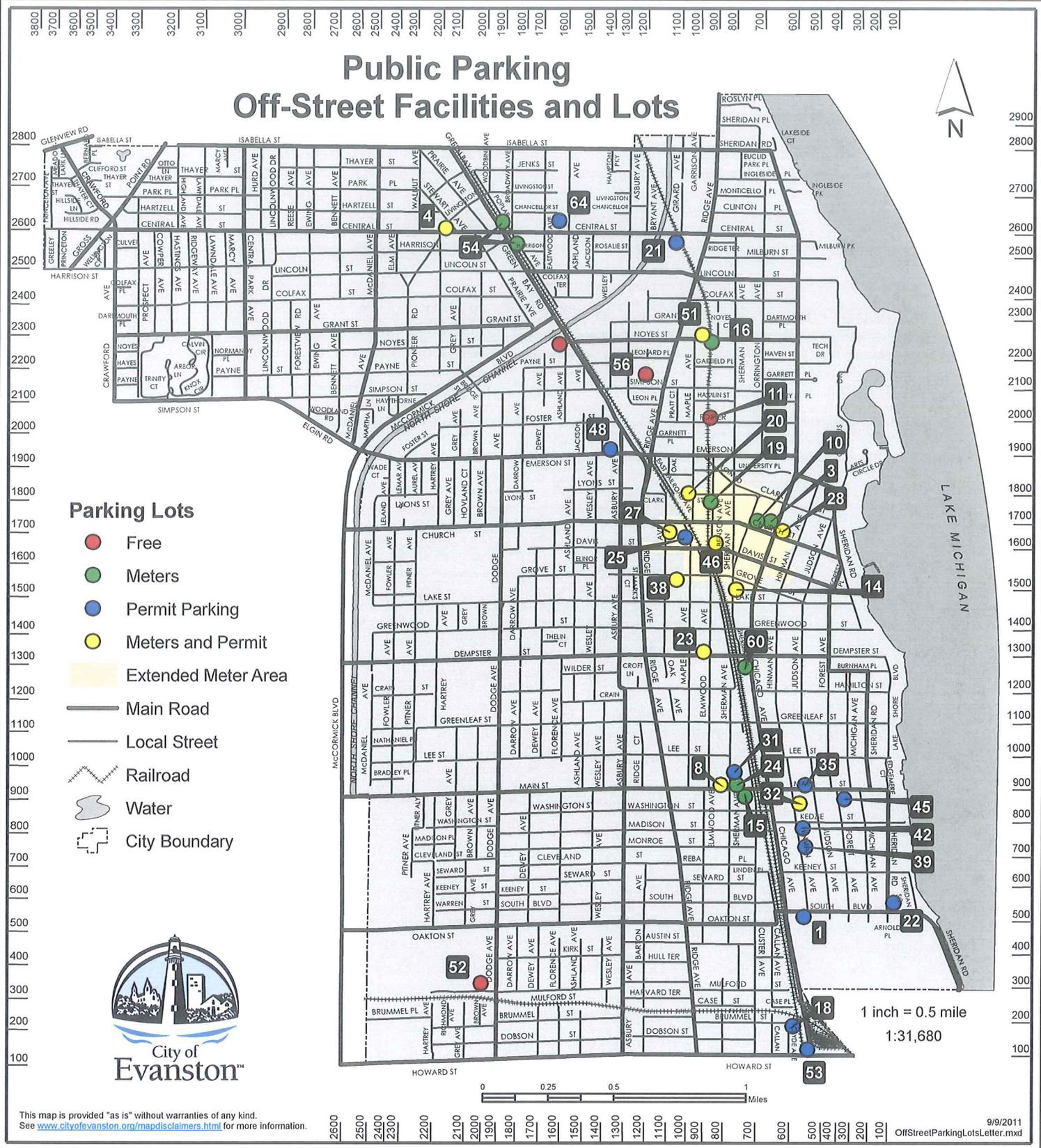
- | | | | |
|--|----------------------------------|--|-------------------|
| | City Building | | Business District |
| | Park | | Extra Sidewalk |
| | Parking Lot | | Snow Removal Zone |
| | Viaduct / Bridge | | Street |
| | Extra Sidewalk | | Beach |
| | School Crossing / Crossing Guard | | Park |
| | Other Pedestrian Crossing | | Water |
| | | | City of Evanston |

SidewalkSnowRemovalSouth11x17.mxd - 12/2/2014
 This map is provided "as is" without warranties of any kind.
 See www.cityofevanston.org/mapdisclaimers.html for more information.

0 500 1,000 Feet

EXHIBIT 7

Public Parking Off-Street Facilities and Lots



This map is provided "as is" without warranties of any kind.
See www.cityofevanston.org/mapdiscclaimers.html for more information.

9/9/2011
OffStreetParkingLotsLetter.mxd

- | | | | |
|---|---|--|---|
| <p>1: South Blvd & Hinman, 66 spaces [P]
3: 1700 Blk Chicago Ave (behind library), 74 spaces [M]
4: Central St. & Stewart, 66 spaces [M,P]
8: 811 Main Street, 49 spaces [M,P]
10: 1701 Orrington Ave (under library), 53 spaces [M]
11: 800/900 Foster at "E1" (gravel lot), 44 spaces [P]
14: 1505 Sherman Ave (Best Western Lower Level), 98 spaces [M,P]
15: Rear of 716 Main - (behind Goods and Vogue), 33 spaces [M]</p> | <p>16: 800/900 Noyes - @ "L", 22 spaces [M]
18: Clyde & Brummel, 50 spaces [P]
19: 1700/1800 Benson (west side), 69 spaces [M]
20: 1800 Maple Ave. Self Park, 1400 spaces [M,P]
21: Chandler Center - 1100 Central Street, 92 spaces [P]
22: Sheridan Rd. & South Blvd., 50 spaces [P]
23: NW Dempster & Elmwood, 38 spaces [M,P]
24: 727 Main St., 32 spaces [M]
25: 1614 Maple Ave., 8 spaces [P]</p> | <p>27: 621 Oak Ave. - across from Post Office, 36 spaces [M,P]
28: Church & Chicago Self Park, 600 spaces [M,P]
31: 925 Sherman, 20 spaces [P]
32: 825 Hinman Avenue, 77 spaces [M,P]
35: NW Main & Judson, 56 spaces [P]
38: 1010 Grove St. - west side of YMCA, 39 spaces [P]
39: 711 Hinman Ave., 48 spaces [P]
42: 743 Hinman Ave., 24 spaces [P]
45: 833 Forest Avenue, 25 spaces [P]
46: Sherman Plaza Self Park - Davis & Benson, 1250 spaces [M,P]</p> | <p>48: 1315 Emerson St., 13 spaces [P]
51: 927 Noyes - Noyes Center Lot, 23 spaces [M,P]
52: James Park Lots, 240 spaces
53: 100 Chicago Avenue, 24 spaces [P]
54: Central Street Metra Station, 139 spaces [M]
56: Civic Center - 2100 Ridge Ave., 232 spaces
60: 1234 Chicago Avenue 35 spaces [M]
64: Ryan Field West Lot, 100 spaces [P]
[M=Metered, P=Permit Parking]</p> |
|---|---|--|---|

EXHIBIT 8

EXHIBIT 8 TOWING OPERATIONS AND ZONE MAP

General Tow Operations

The Towing Commander position includes six or seven individuals gathered from Special Projects Managers, the Traffic Supervisor and Engineering inspectors.. These individuals are called into service only when a Snow Route Parking Ban and/or a Snow Emergency is declared. One Towing Commander is needed during the nighttime Snow Route Parking Ban operation. Four Towing Commanders are required during the daytime Snow Emergency. The Towing Commander, also, acts as an assistant to the Snow Commander when the situation warrants.

Tow Operations Snow Route Parking Ban - night

The Towing Commander on duty makes a circuit of the city to determine where illegal parking conditions are the worst and those areas targeted for towing. Cars in other areas are targeted for ticketing.

Notify Sargent, of the Evanston Police Traffic Division, that a parking ban will go into effect. He then mobilizes North Shore Towing and extra police officers.

The Bureau Chief of Infrastructure Maintenance or the Director of the Public Works Agency will notify 311 and Police Communications to sound sirens at 9:30 and 10:00 p.m.

Administrative Services is notified that a Snow Route Parking ban will be in effect on the given date (s)

311 sets the tape recording of the message on the snow hot line.

Snow Commander must document all actions in the Snow event log.

The snow route-parking ban is in effect from 11 p.m. to 6 a.m. Vehicles on snow routes are ticketed and towed. Vehicles in the central business area (downtown) are ticketed and towed after 2a.m.

Tow Operations Snow Emergency - Day

The Towing Commanders on duty make a circuit of the City to determine where illegal parking conditions are the worst and those areas are targeted for towing. Cars in other areas are targeted for ticketing. Four towing crews are deployed with operations beginning in four sections of the City. Crews occasionally start at different locations to spread the inconvenience of the towing operation throughout the targeted areas.

Notify the Traffic Sargent of the Evanston Police Traffic Division that a Snow Emergency will go into effect. The Traffic Sargent is responsible for contacting tow truck operators and the off duty police officers necessary to man the towing operations.

The Bureau Chief of Infrastructure Maintenance or the Director of the Public Works Agency will contact 311, Administrative Services Department, Citizen Engagement Office, and the City Manager's Office that a Snow Emergency is being declared.

311 sets the message on the snow hot line for the snow emergency.

During a Snow Emergency parking is prohibited on the even sides of streets on even day and the odd sides of the street on odd days. A Snow Emergency is a two day event and is in effect from 9am until 6pm.

Document all actions in snow event log.

HILLS

CITY OF EVANSTON

Map 2
DOWNTOWN

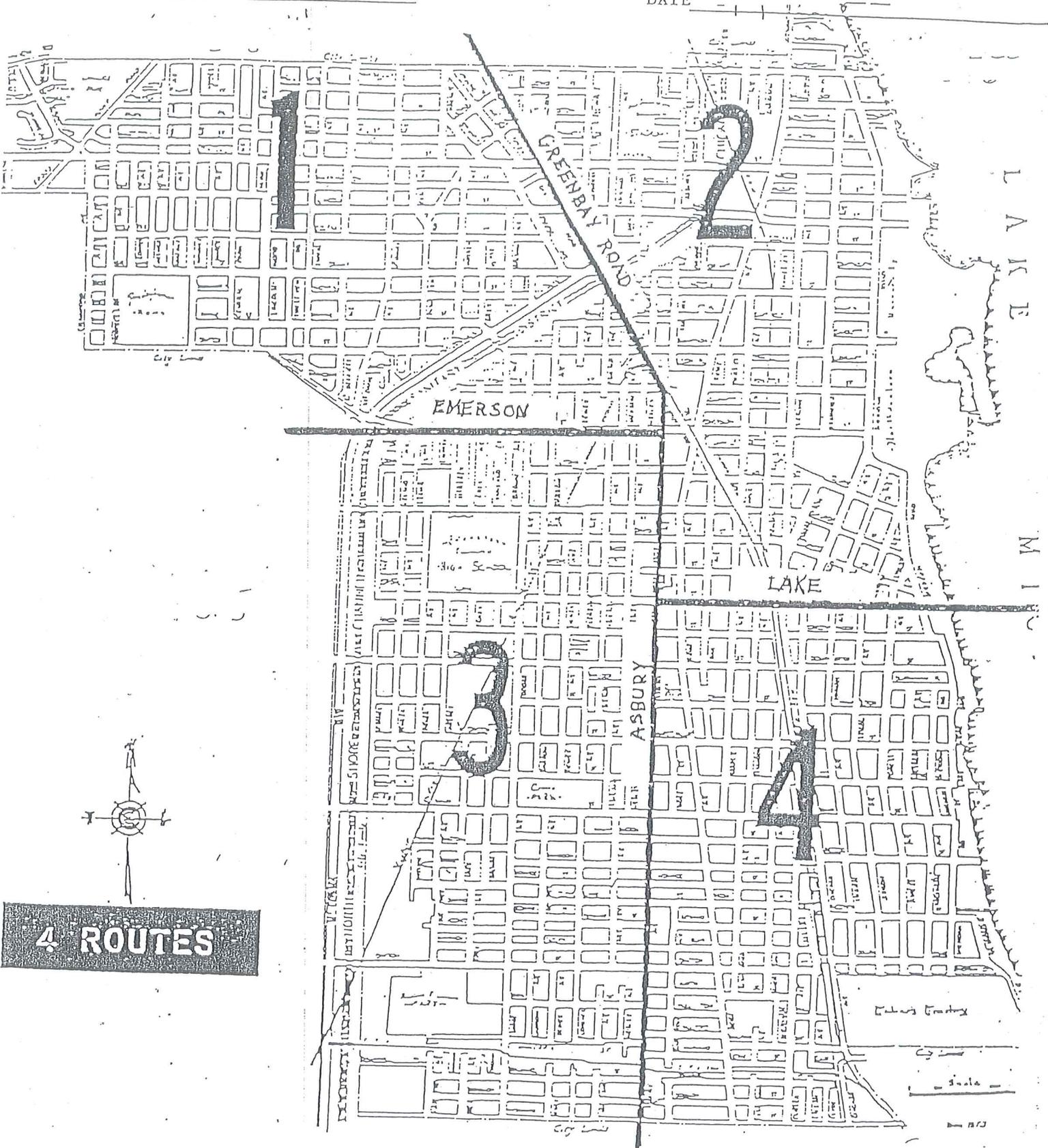
TRUCK# _____

COOK COUNTY, ILLINOIS

NAME _____

TIME _____

DATE _____



4 ROUTES

*TIME POLICE NOTIFIED

EXHIBIT 9

EXHIBIT 9 – TOWING RESOURCES

Enclosed is a list of companies that are on retainer and other companies that are available for snow towing operations. During a declared snow route parking ban or snow emergency contact with towing companies is the responsibility of the Traffic Division of the Police Department.

This list is provided as a resource list.

2015 - 2016 Snow Towing Contractor List
 Retainer - The following list of trucks are guaranteed and will be held on retainer

Order Recd	Vendor # New World	Company Name	No. of Trucks Guaranteed	Address	City	St	Zip	Phone Night	Contact	Email	Ins Cert Exp Date
18	101644	Emergency/Road Service, Inc.	1	1033 Dodge Ave.	Evanston	IL	60202	Saturday, Sunday, 847-733-1244 / 847-366-3481	Carlos or Gina	estowing@iscobid.net	10/27/2016
16	103795	North Shore Towing	1	2927 Oakton St.	Evanston	IL	60202	Day, Night, Saturday, Sunday, 847-984-2828	Al Warnock	1rst@danho.com	3/30/2016
8	102070	G & J Towing	1	7421 N. Claremont	Chicago	IL	60651	Day, Night, Saturday, Sunday, Home 773-508-9145 Cell: 773-995-9159	Jose E. Queriel	Grand Jim@ic@gmail.com	11/6/2016
9	165964	Porch Towing	1	2024 N. Cicero Ave.	Chicago	IL	60639	Day, Night, Saturday, Sunday, 773-565-5689	Jesus	Ideluisa3000@aol.net	8/17/2016
11	213015	Uline Recovery, Inc.	1	223 N. Wolf Road	Wheeling	IL	60090	Day, Night, Saturday, Sunday, 773-552-0052	Tom Medynski	Ulinecoover@gmail.com	1/1/2016
4	306690	Mobile Transport LLC	3	2019 W. Rascher Ave	Chicago	IL	60625	Day, Night, Saturday, Sunday, 847-208-8668	William Nestos	medestfamily@comcast.net	12/31/2015
6	105951	WWF Towing	1	3615 N. Circle	Chicago	IL	60634	Day, Night, Saturday, Sunday, 312-550-2312	Jimmie Williams		1/1/2016
5	275978	Thorne Towing	1	7437 W. Grace	Chicago	IL	60634	Day, Night, Saturday, Sunday, 773-408-1935	Troydy Hayes	brayt@ic@yahoo.com	1/1/2016
3	291994	Alpha Carrier Experts	3	4851 W. 121st Place	Alsip	IL	60803	Day, Night, Saturday, Sunday, 708-945-6985	Uthaid Haleem	uhal@ic.com	6/7/2016
1	123034	Vics Towing Company	1	9420 Byron Street	Schiller Park	IL	60176	Day, Night, Saturday, Sunday, 773-710-8225	Karen	vc249@aol.net	4/20/2016
13	11206	Daniel Vazquez	1	3520 S. Homore	Chicago	IL	60609	Day, Night, Saturday, Sunday, 773-710-8225	Daniel Vazquez	dannyv17@yahoo.com	10/29/2015
2	103101	Louie's Towing	1	3820 Home Ave.	Stickney	IL	60402	Day, Night, Saturday, Sunday, 773-564-1819	Diana		9/24/2016
15	11204	A1 Dependable Roadside Assistance	1	9420 Byron Street Suite B	Schiller Park	IL	60176	Day, Saturday, Sunday 773-227-1843		aldependablecs@aol.com	3/28/2016
7	100169	Alert Towing	1	841 Tripp	Chicago	IL	60651	Day, Saturday, Sunday, 773-282-9823	Bill		
14	123032	T and C Towing, Inc.	1	428 E. 142nd St. Unit 15	Dolton	IL	60419	Day, Saturday, Sunday, 773-510-6894	Decker Johnson	ctowernm@hotmail.com	10/16/2016
19	323677	Franksa Towing	1	1920 W. Estes	Chicago	IL	60626	Day, Night, Saturday, Sunday, 773-510-6894	Francisco Ines	franciscopesper3210@gmail.com	8/30/2016
10	12509	The Uline Towing Company	1	P O Box 47302	Chicago	IL	60647	Day, Night, Saturday, Sunday, 305-879-3318	Paredero	No Email	11/19/2016
12	254762	Auto Recovery & Towing Division Inc.	1	6601 W. Henderson	Chicago	IL	60634	Day, Night, Saturday, Sunday, 773-985-4519	Daniel Ortiz	tdowloob@gmail.com	6/29/2016
17	12512	Illinois Recovery Agency	1	10066 LJCrosse	Skokie	IL	60077	Day, Night, Saturday, Sunday, 847-724-4418	Michael Sinson	illinoisrecoveryagency@gmail.com	3/27/2016
20	12520	Illinois Towing Service Inc Total Trucks Guaranteed and will be held on retainer	25	2025 Johns Drive	Glenview	IL	60025	Day, Night, Saturday, Sunday, 847-543-6201	Richard Allen	rtowning@gmail.com	9/15/2016

EXHIBIT 10

EXHIBIT 10 – Brine and super -mix instructions

Enclosed are the directions for startup calibration and making a batch of brine.

Calibration of the equipment

Follow the enclosed steps before you make a batch of brine. Generally this step only need to be done at the beginning of the season or after long intervals between brine batches.

The Cargill Operations team would like to welcome autumn with another technical bulletin for all of our AccuBrine® dealers. As we look forward to another great winter season in the brine maker business, we would like to address the “how to’s” of calibration. Last season we had a number of customers requesting help with three point calibration. The typical symptoms of an AccuBrine® needing a three point calibration are as follows:

1. The unit takes an extremely long time to start making brine or it doesn't at all.
2. The unit has been re-circulating for an extended period of time. The graphics on the HMI indicate that the concentration is high and the unit is adding water through the dilute valve causing the unit to fill excessively with water or overflow. Retain a sample and check the concentration.
3. The unit stays below concentration after running for 15 minutes.

Note: Provided that the salt tank has enough salt in it. If the unit recirculates for more than 15 minutes without producing brine you can assume that the brine is highly (26+/-%) concentrated. Retain a sample and check the concentration.

Three Point Calibration

Preparation and Set up

Creating brine to sample:

1. Create enough room in the salt tank to allow for the addition of water. The level should be approximately four inches above return nozzles to start.
2. Items you will need:
 - a. A refractometer to rapidly check concentration and calibrate the concentration analyzer.
 - b. A cup to capture the sample from the brine maker.
3. On the Accubriner touch screen, after activating password 4096, go to setup page 1 and set the Target Brine Concentration to 26.6%. This will set the specified concentration range on the concentration graph to the extreme right of the graph.
4. Set the Target Concentration (+ or -) % to 100. This will narrow the green band in the concentration graph on the touch screen.
5. Close the 2" fresh water valve on the salt tank to prevent water from entering the salt tank during the calibration process.
6. Go to the Batch page and enter 500 gallons.
7. Press Auto Start.
8. Go to “Set up Page 2”. You should see buttons allowing you to force the “Tank valve” and “Fresh Water valve” closed. Force those valves closed.
9. Allow the brine to recirculate back to the salt tank for 15 minutes to become fully concentrated (+25%). Equalize the conductivity sensor to the temperature of the liquid.

Setting Up the Concentration Analyzer

10. On the Walchem concentration meter press Enter until the % Concentration and Sensor is displayed.
11. Press the Next button until the display reads Calibrate.
12. Press the Next button until Multipoint is displayed. Then press Enter.
13. The display should read "2" on the display. Use the Up arrow key to change the "2" to a "3." Then press Enter.
14. The analyzer will ask you to Rinse the Sensor. Press Enter or Next.
15. The analyzer should be flashing a percentage number (100.00%).

Setting Up and Adjusting the Manual Concentration

Note: At this point in the process you are adding water to the salt tank through the dilute valve. Monitor the level of liquid in the salt tank. If the liquid level gets too high the test must be stopped until liquid can be drained from the salt tank. If liquid is drained from the salt tank during the calibration process the calibration process must be restarted from the beginning.

16. Open the manual dilute valve about 1/2 of full travel. **Note:** This process allows us to create the 3 calibrating solutions. The desired calibration point percentages are: 22%, 23.3%, and 24.5%.
17. Take a brine sample at the salt tank return hose quick coupler by opening one wing of the coupler to allow a small stream of brine to leak out. Collect about one cup of brine and test the concentration with a hand held salt brine refractometer.

Note: Open/Close the dilute valve in small increments to prevent under/over shooting the 22.0% concentration.

18. If the collected brine concentration is higher than 22.0%, then open the dilute valve a small amount. If the concentration is lower than 22%, then close the dilute valve until you obtain 22% when checking the sample of brine. Continue sampling, testing, and adjusting the dilute valve until the concentration is 22.0% (+/- 0.1%).

Adjusting the Analyzer

After rinsing the sensor (see "Setting up the concentration analyzer") the analyzer should read: 100.00% and one digit will be flashing. Use the arrow keys to adjust the analyzer to read the same concentration as the brine sample taken from the salt tank.

Entering the known brine sample percentage into the analyzer:

19. When you have the desired concentration entered into the analyzer, press Enter.
20. The analyzer will then translate the number into a millisiemens (mS) reading. This will be fluctuating up and down slightly. Wait until the fluctuation stabilizes and then press Enter.
21. "Rinse probe" should be displayed. Press Enter.
22. Repeat steps 7-12 above until all three concentrations are entered into the analyzer.

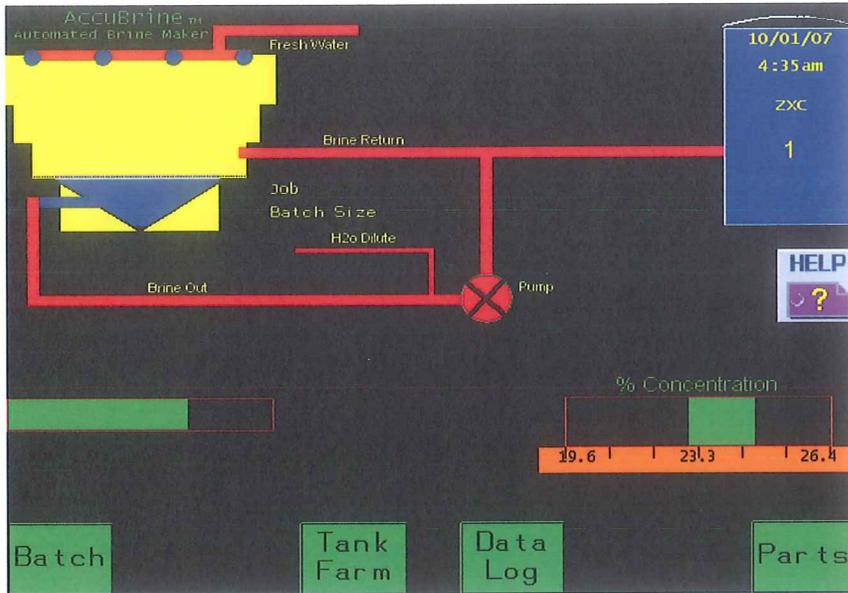
23. After the three solutions are entered in the analyzer the display will read “calibration successful.” Press Enter.

Let system produce brine for 15 minutes, and then check the concentration again. As always, feel free to contact us with any questions or concerns at 866-900-7258.

Making a batch of brine

After calibration, follow the enclosed directions on making a batch of brine.

Producing A Brine Batch



To access the Batch page, set Password to 10.

To Change the password press the help button.



Then Press the Password button.



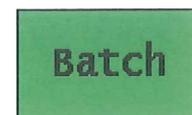
By Pressing the Password button, a key pad appears as shown. Key in 10 and press the Enter button.



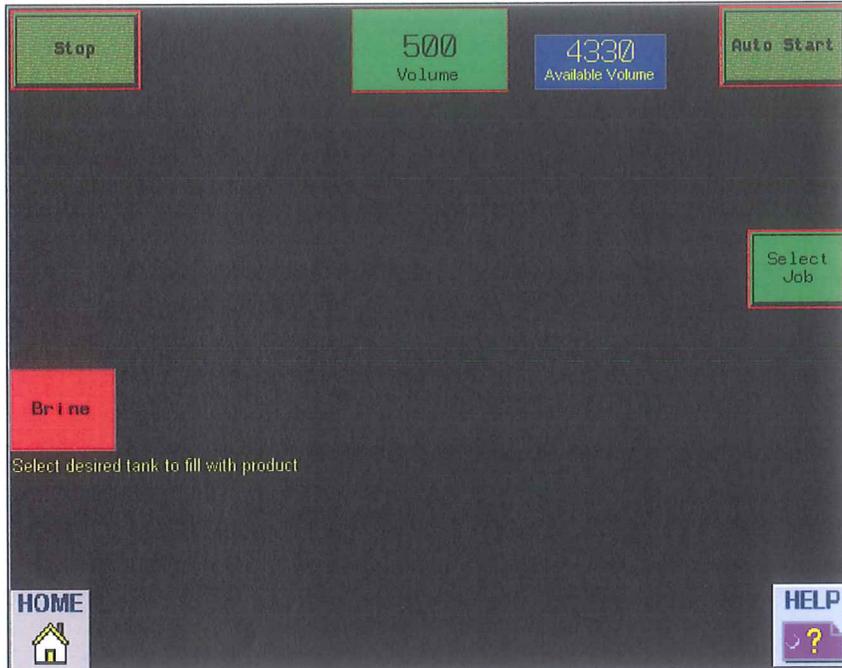
Press the Escape button to go back to the HOME page.



Press the Batch Button to produce brine.



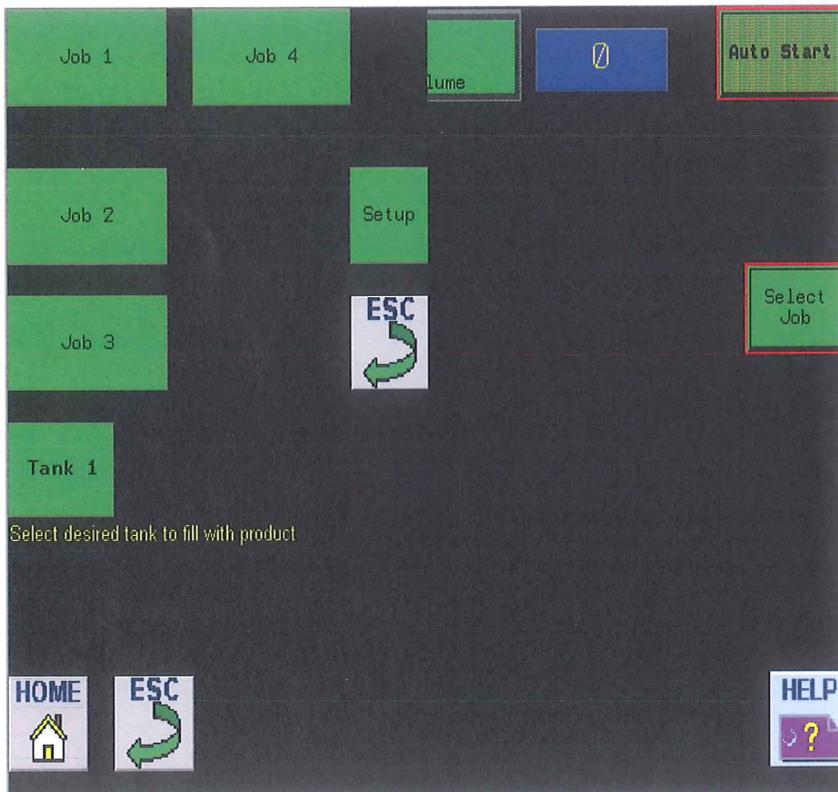
Caution: To produce a batch of product. The machine must be in Normal or Winterize mode. Use Simulate mode for training only. See Operating Modes section.



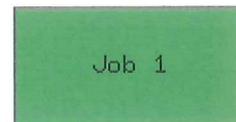
Select a Job to record Data to by pressing the Select Job Button.



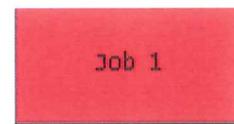
A pop up window appears as shown below.



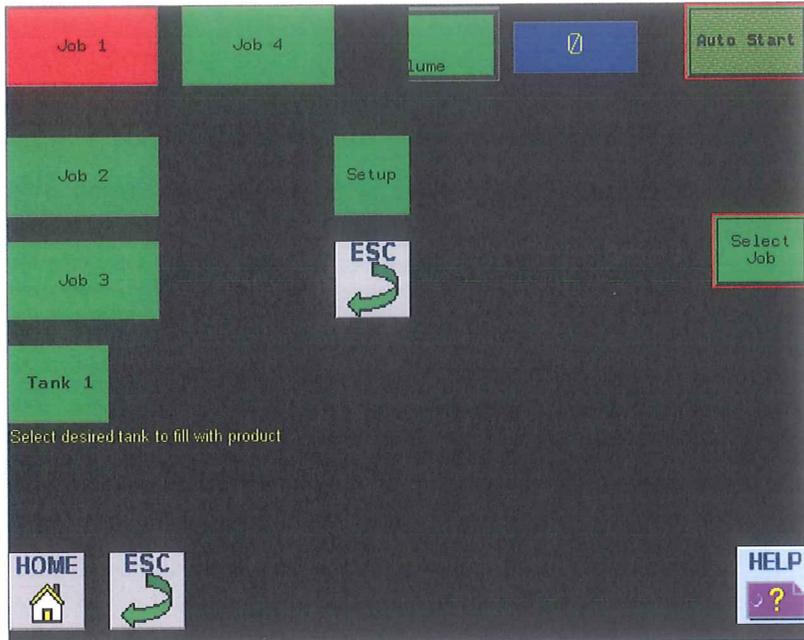
Press the desired Job to record data to from the pop up window.



The selected Job will appear in red.



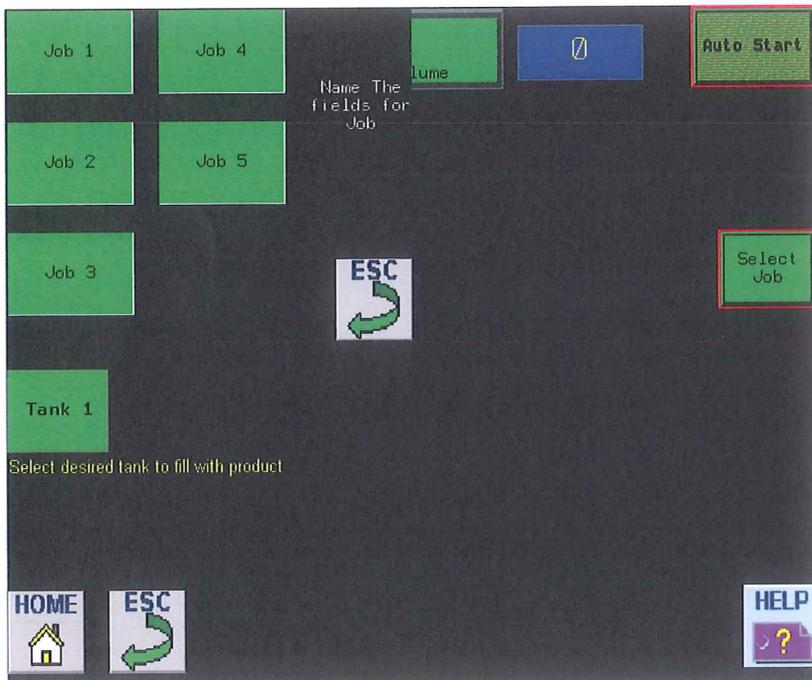
Note: Through out this manual, when a button is pressed and turns red, that feature has been Activated.



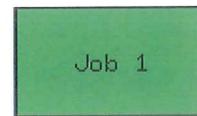
Press the setup button to name each Job.

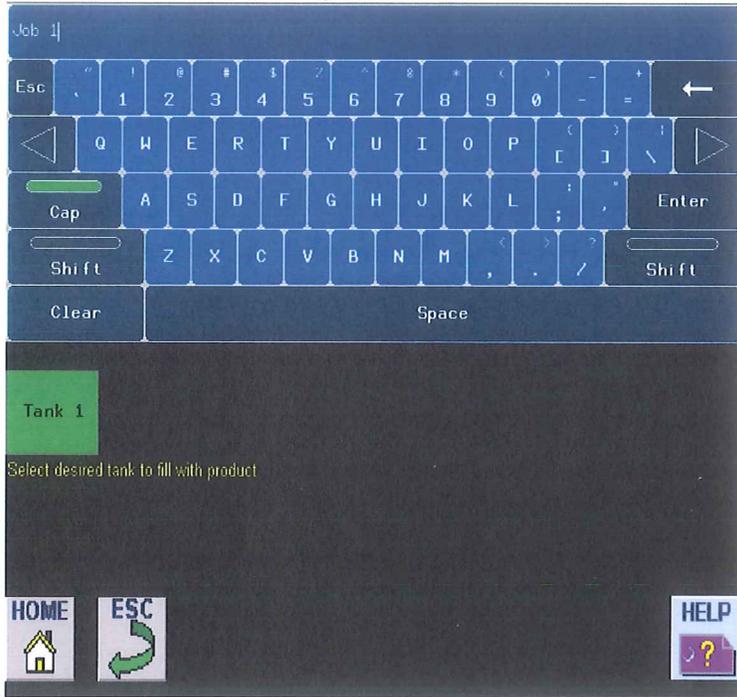


A pop up window appears as shown below.

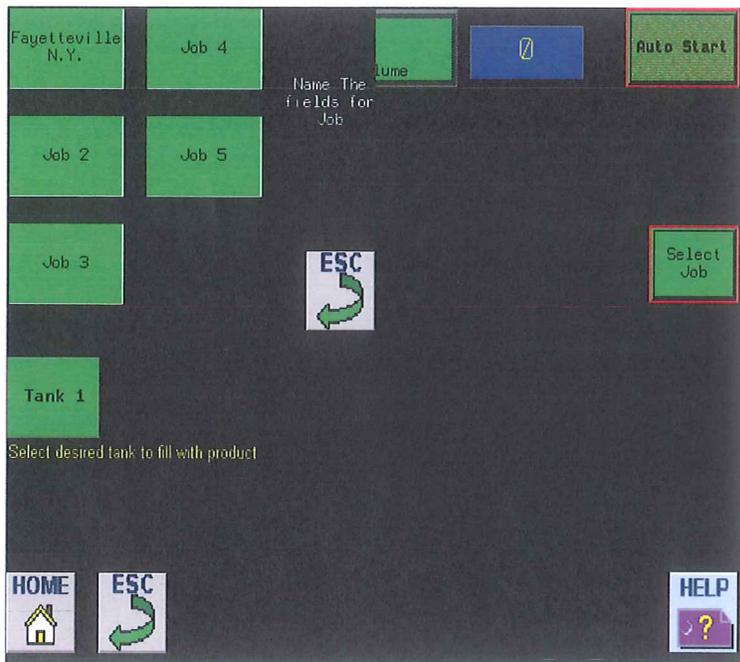


Select the Job 1 button and a keyboard display will appear.

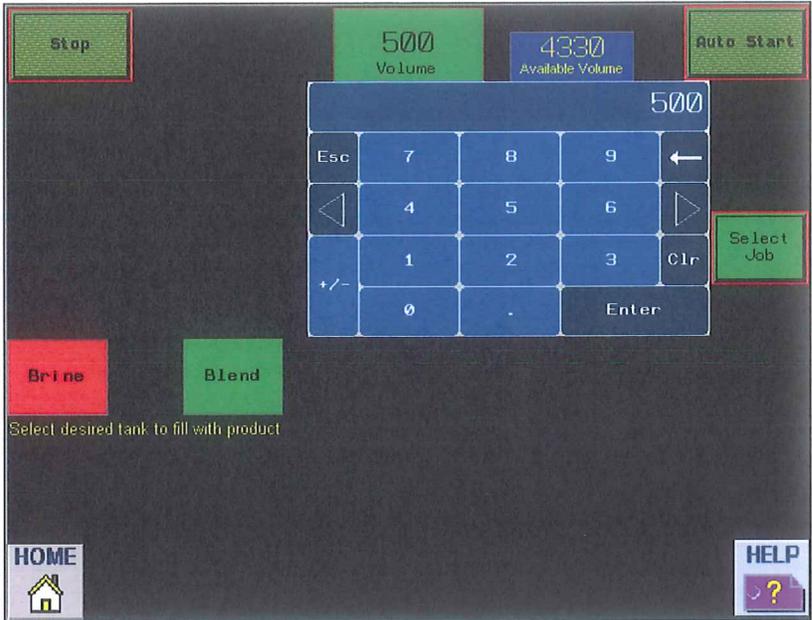




Type in the name of the desired Job on the keyboard and press enter.



The name entered will be displayed as shown. Do this for each Job as desired. When finished, push the ESC button to stay at the Batch page.

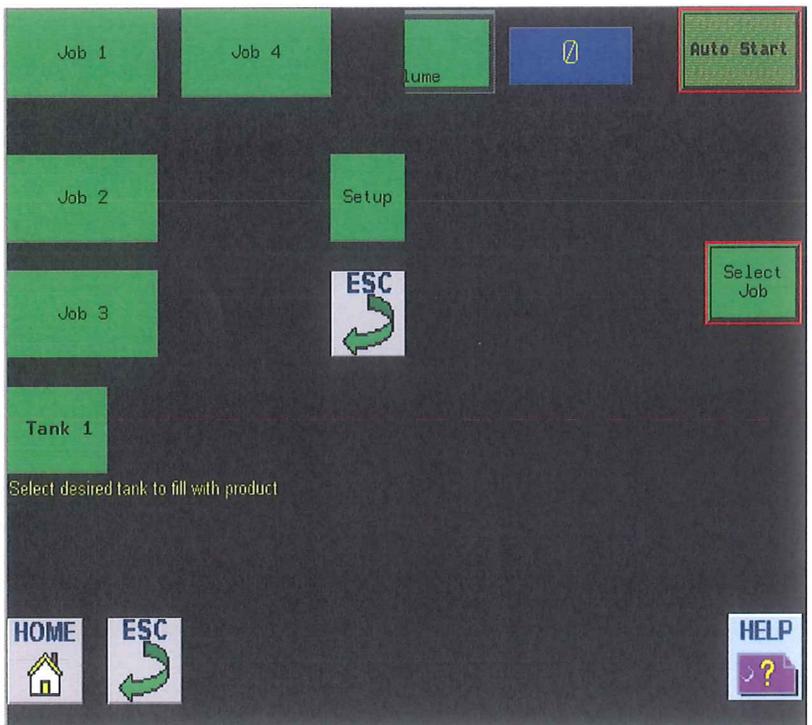


The available volume indicator shows how much brine can be made and sent to the brine storage tank.

Press the Green Total Volume button on the batch page to select the quantity of brine to produce.



Key in the desired quantity of brine to produce via key pad then press the ENTER button.



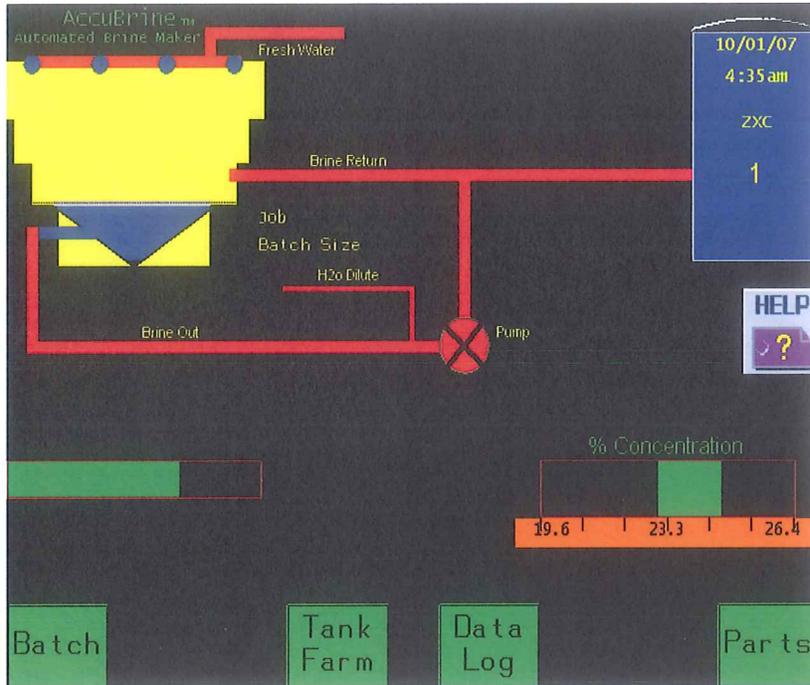
To start producing Brine. Press the Job Select button and select specific job if desired.

Press the ESC button then press the Auto Start button from the display or use the Auto / Hand switch on the panel by rotating to Auto and releasing.



To Stop a batch at any time, either press the Stop button on the display from the Batch Page or use the Auto /Hand Switch and momentarily rotate to Hand and back to center.





If the Auto start button was pressed then the display will change to the main screen.



If the Auto / Hand Switch was used to start the batch press the Home button to return to the HOME screen. ESC to go to previous page.

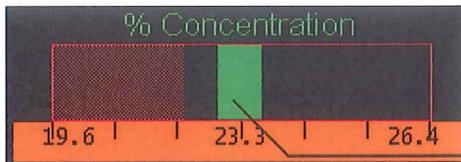
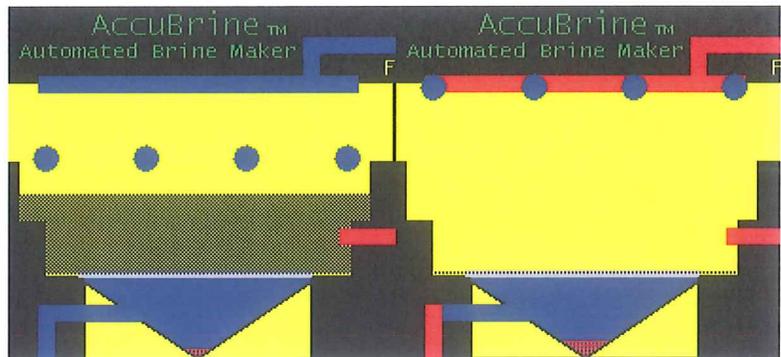


Or



Understanding the HOME Screen

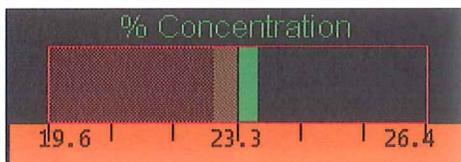
The Gray shaded area in the yellow, shown below is a visual for the water level in the salt tank. The blue dots above the yellow salt tank represent water flow to the salt tank. When the red line above the salt tank turns blue, there is fresh water flow to the salt tank.



Concentration Below Target
(Weak Brine)



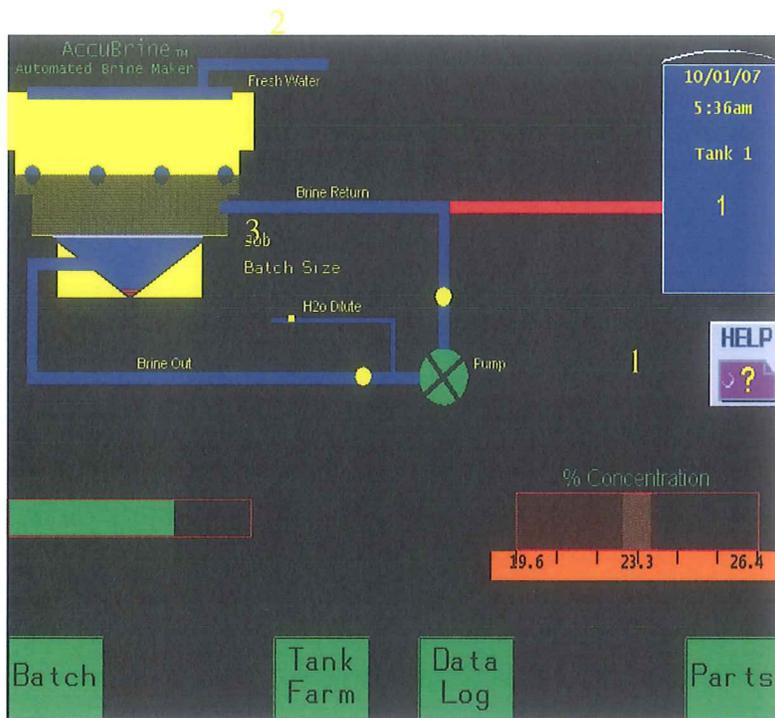
Concentration Over Target
(Strong Brine)



Concentration At Target
(Good Brine)

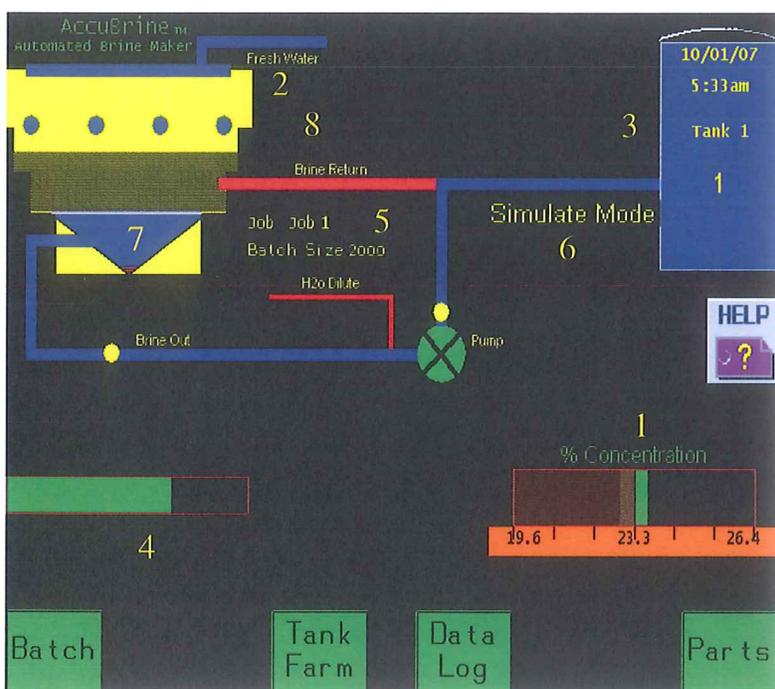
The green rectangle represents the acceptable concentration with deviation.

The right edge of the red line represents the actual concentration.



As brine is being produced. The animation on the screen illustrates what is occurring with the machine. (see call out numbers)

1. Brine is over-concentrated and is being diverted to Salt Tank.
2. Fresh water is flowing to the Salt tank.
3. The Dilute valve is opening to dilute the over concentrated brine to the desired concentration.

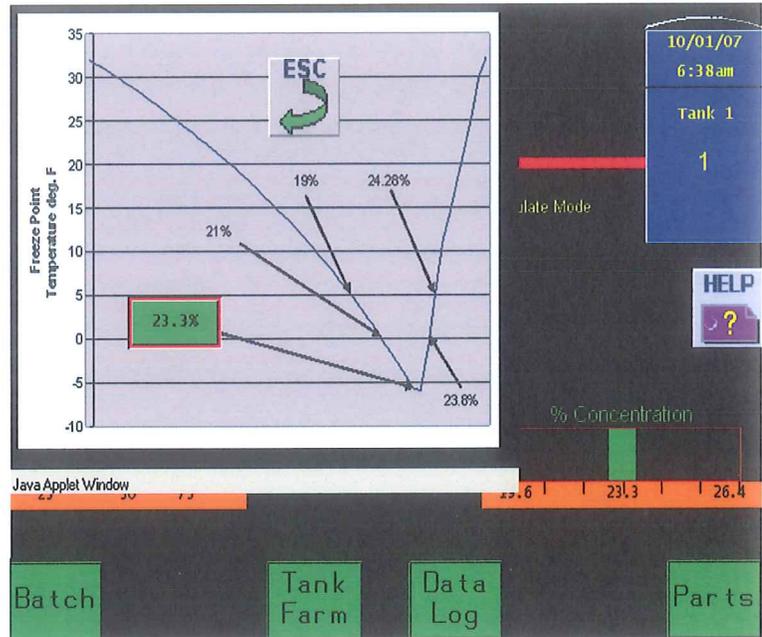


As seen to the left:

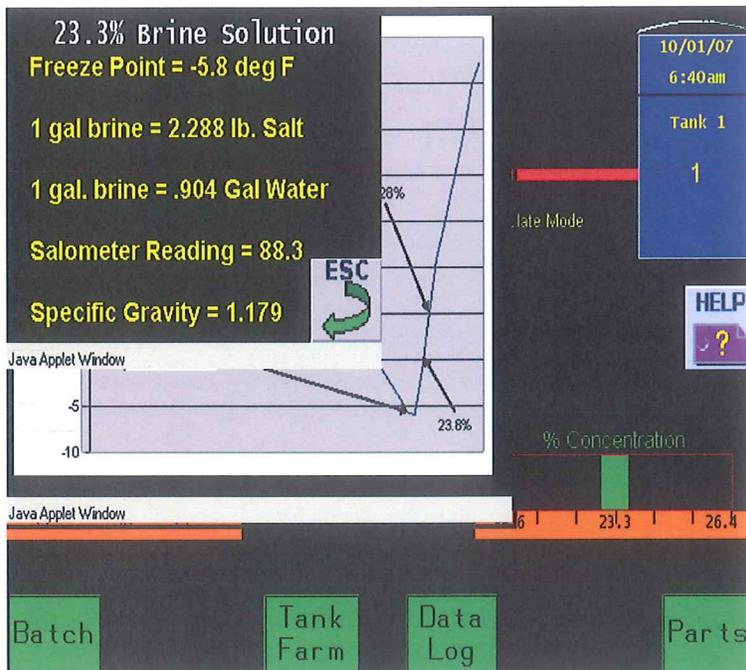
1. Brine is within tolerance.
2. Water is flowing to the Salt tank.
3. Product Flow is to Storage tank 1.
4. Batch is approximately 75% complete.
5. Data is logged to Job 1 & the batch size is 2,000.
6. The system is in Simulate Mode (See Operating Modes section).
7. Material build up in Sump is indicated in Red.
8. Recycled Water (If feature is installed) is flowing to the salt tank.

Salt Concentration and Eutectic Curve

By touching the concentration meter, a pop up window appears to illustrate the eutectic point of Salt Brine.



Touching the 23.3% button gives specifics on brine at it's eutectic point.



Press the ESC button to close the window.



Data Log Report

10/14/09 14:17:04 Accubrine Data Log Report					
Daily Log	Job 1	Job 2	Job 3	Job 4	Total Product
Brine Production	2958	0	0	0	2958
Water Usage Fresh	2692	0	0	0	2692
Recycle Water	See Total	See Total	See Total	See Total	0
Salt Usage / ton	3.4	0.0	0.0	0.0	3
Additive 1	0	0	0	0	0
Additive 2	0	0	0	0	0
Additive 3	0	0	0	0	0
Total Job Volume	2958	0	0	0	
Season Log	Job 1	Job 2	Job 3	Job 4	Total Product
Brine Production	2958	0	0	0	2958
Water Usage Fresh	2692	0	0	0	2692
Recycle Water	See Total	See Total	See Total	See Total	0
Salt Usage / ton	3	0	0	0	3
Additive 1	0	0	0	0	0
Additive 2	0	0	0	0	0
Additive 3	0	0	0	0	0
Total Job Volume	2958	0	0	0	

HOME   

By pressing the Data Log button on the HOME page, the screen to the left appears.



Data Log: The machine will record the amount of Brine produced, water, recycled water, additives and salt used in separate logs that are associated with the Job.



To reset the Daily log, press the Reset Daily Log button. Daily data may be reset to zero at any time.
Note: You must select each job individually to reset to zero.



The Season log keeps a running tally of production and may only be reset with a high level password activated (see High Level Password section). The Reset Season Counter button will only be visible when the high level password is activated.

ANTI-ICING PROGRAM AND SALT BRINE MAKER:

“An ounce of prevention is worth a pound of cure” and in the snow fighting business that is anti-icing.

We can't stop snow from falling on the roads but we can be proactive in maintaining a roads serviceability and safe driving conditions. Anti-icing takes place before the snow falls. The objective is to have material in place to eliminate the bonding of snow and ice to the pavement. Anti-icing uses a mixture of liquid salt brine (salt water in a 23.3% solution), organic “beet juice” or calcium chloride.

As a budget initiative the City of Evanston has purchased a salt brine maker and blender to create its own liquid products. Creating our own salt brine is not only cost effective (.75 per gallon homemade vs. \$1.95 off the street purchased) it will also allow the City to blend custom materials to meet the different winter conditions.

BENEFITS TO ANTI-ICING

- A wet roadway jump starts the melting process as granular rock salt needs moisture to work. Rock salt needs to become a liquid salt brine to lower the freezing point and become a melting agent.
- Brine does not blow or bounces off the road as granular salt does which increases its efficiency.
- Anti-icing liquids will remain effective on the roadways for 2-3 days after treatment thus allowing operational scheduling efficiency.
- Using liquid anti-icing materials allows the City to reduce its granular salt application rate which uses less salt, saves money and is better for the environment.
- Anti-icing returns the road surfaces to normal faster resulting in fewer accidents and delays

ACCUBRINE™

AUTOMATED BRINE MAKER



ACCUBRINE™ AUTOMATED BRINE MAKER

*Keep your roads safer
with fewer operator hours.*

Brine is a highly effective solution for combating snow and ice issues on roadways. With its ability to work as a pre-treatment, brine is becoming an increasingly effective and economic deicing choice.

Now, Cargill Deicing Technology makes brine production more efficient and cost-effective than ever with ingenious new technology—AccuBrine™ automated brine maker. The AccuBrine™ automated brine maker gives you all the benefits of brine use—without the typical production and supply headaches.

All the benefits of brine—now faster, cleaner, and more efficient.

Helps achieve your ideal salt concentration.

The AccuBrine™ automated brine maker puts you in control.

- You produce your own brine. Typical production and supply hassles are drastically reduced.
- The AccuBrine™ automated brine maker allows you to produce brine on demand when the need arises, or store it for later use.
- Produce your own “hot mixes.” Blending additives is easy and accurate with the AccuBrine™ automated brine maker. Additives can be injected from 0 to 100%.

Lower your operational costs.

- The AccuBrine™ automated brine maker is a great investment. The initial investment is quickly recovered in money saved in operational costs.
- State-of-the-art control system frees up employees for other duties.
- Low maintenance. The AccuBrine™ automated brine maker is constructed of non-corrosive, marine-grade fiberglass. The construction is both reliable and durable.

State-of-the-art automated production.

- Consistent quality. Concentration levels are continuously monitored to ensure brine meets your specifications.
- Programmable Logic Controller. The PLC initiates the dilution process while a second sensor re-checks concentration and accepts or rejects the batch.
- “Smart” sensors monitor valve function. The PLC and sensors work together to determine whether all valves are functioning. Manual valves override electric components if needed.
- Accurate data tracking. The PLC tracks daily and seasonal data including production volume, water, salt, and additives usage, and operator hours.

Self-diagnostics help save time and money.

- Problems are identified. In the event of a malfunction, the PLC informs the operator of the failure and provides corrective measures.

Clean equipment means quality brine.

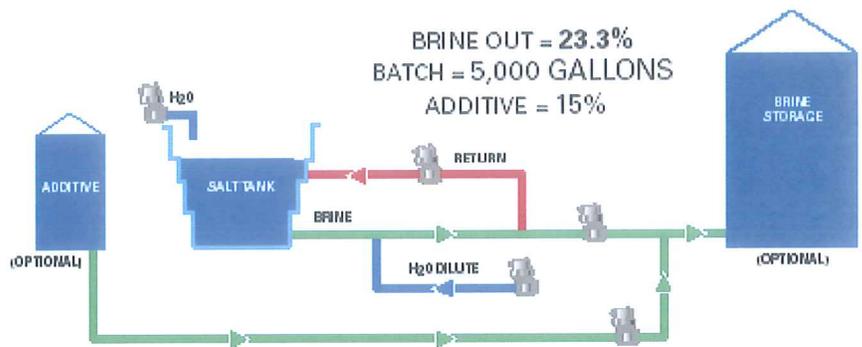
- Bottom-down water flow. The water flow design produces a cleaner, more highly concentrated brine.
- Cleaner brine means less sediment (sand, silt, etc.). Sediment buildup in storage tanks is reduced. Flow meter and pump-seal failures are less likely.
- Fast, effective cleanout. Simply open cleaning valves and sediment is flushed through the built-in sump.

ACCUBRINE™

AUTOMATED BRINE MAKER

AccuBrine™ - Automated Brine Maker

Simple Design - Serious Production Capability at the Touch of a Button



Standard Features

- Automatic Salinity Control – Tolerance + or – .2% of Desired Concentration
- Data Log Report – Brine Production, Salt and Water Usage
- Continuous 5,000 Gallon / Hour Production – Produce 100,000+ gal per 24 hour Period
- Self Diagnostic – Simple Maintenance Feature
- Storage Tank Sensors – Help Prevent Tanks from Overflowing
- Temperature Compensated Brine Concentration – Consistent Brine at Any Temperature
- Multiple Operating Modes – Winterization Mode, System Rinse Modes
- Manual Overrides – Produce Brine in Manual Mode In the Event of an Automation Failure
- 55 Square Foot Corrugated Stainless Steel Grate Requires Less Frequent Cleaning

Optional

- Remote Fill Package – Use System to Fill & Off-Load Trucks
- Automatic Tank Fill – Keep Multiple Storage Tanks Full of Brine at All Times
- Print Daily and Yearly Production Tickets
- Injection Module – Inject Additives at Predetermined Amounts as Brine is Produced
- Color / Touch Screen Interface

Self Cleaning / Brine Maker Salt Tank

Model AccuBrine™ / Patent Pending

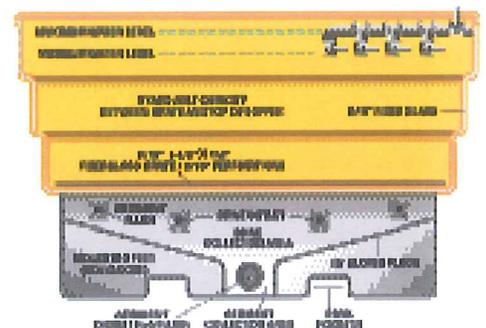
Durable, Non Corrosive Construction - Low Maintenance Design

Salt Tank Features

- Downward Water Flow Design – Produces High Salinity Content and Clean Brine
- Fiberglass Shell – Marine Grade Fiberglass Is Non-Corrosive and Durable
- 15 Degree Sloped Floor – Flush Sediment Out of the System In 3 Minutes by Opening Valves
- Sump – Provides Positive Cleanout
- Sump Flush Nozzle – Hydrates Solids and Keeps Outlet Open
- Large Opening – 120" x 60" Inside Dimensions
- Large Capacity 6 Cubic Yard – 5 Cubic Yards of Salt +1 Cubic Yard of Sediment Collection
- Stainless Steel Grate – Durable Noncorrosive
- Ribbed Construction – Adds Strength and Durability
- Ceramic Coating – Hard Ceramic Surface Inside and Out Ensure Minimal Wear On Surfaces
- Glass Filled Polypropylene Valves – Valves Rated for High Pressure and Repairable

Optional

- Thermostat Control Heated Salt Tank
- Roll Tarp Cover



Cargill Deicing Technology
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North Olmsted, OH 44070
phone: 800-600-SALT (7258)

www.cargilldeicing.com
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EXHIBIT 11

EXHIBIT 11 – FLEET SERVICES SNOW OPERATIONS SUPPORT

The Fleet Services Division is currently assigned to the Administrative Services Department. The role Fleet Services plays in snow and ice preparation and operations is an important one. Starting in August mechanics from Fleet Services will begin inspecting all of the snow plows that attach to City trucks and are used during winter operations. Inspections are conducted to look for damage, cracks in the frames or mold boards, blade changes and hydraulic leaks.

Starting in September the trucks in the snow and ice fleet are brought in and inspected to insure they are ready for the upcoming winter season.

Starting in late October spreaders are placed on the trucks and are inspected by Fleet Services. Calibration inspections are done at this time and are critical so the appropriate amount of salt is applied during a snow and Ice event.

ALL SNOW EQUIPMENT MUST BE MOUNTED AND READY BY DECEMBER FIRST (1)

During a winter precipitation event Fleet Services will support the snow and ice operations by staffing the shop with mechanics around the clock if necessary using a staged shift. Snow Command will communicate with Fleet Services about upcoming weather events and will advise Fleet when snow and ice operations are about to commence and shut down.

EXHIBIT 12

EXHIBIT 12 – BUS SHELTER LOCATIONS

During extreme winter events the City will take on the responsibility of clearing around the bus shelters in the identified list below. This will be completed as a second level priority to be accomplished after all other priority work such as sidewalks and parking lots are finished.

Locations as of 2015;

- 1) Central and Hartrey - S.W. corner
- 2) Church and Oak – North side
- 3) Dodge and Main – N.W. corner
- 4) Dodge and Mulford – S.E. corner
- 5) Dodge and Greenleaf – N.W. corner
- 6) Emerson and Maple – S.W. corner
- 7) Howard and Barton N.E. corner
- 8) Oakton at Animal Shelter – South side
- 9) Oakton at Animal Shelter – North side