

Memorandum

To: Mayor Tisdahl and Members of the City Council
From: Wally Bobkiewicz, City Manager
Subject: City Manager's Weekly Update
Date: Friday, April 18, 2014

STAFF REPORTS BY DEPARTMENT



Weekly Report for April 11, 2014 – April 17, 2014

Administrative Services

Weekly Bids Advertised - None

City Manager's Office

Master Council Meeting Agenda Schedule
Earth Day/Arbor Day Activities Overview

Community Development

Zoning Report

Legislative Reading

NWMC Weekly Briefing

PUBLIC NOTICES, AGENDAS & MINUTES

April 21, 2014

None

April 22, 2014

Age Friendly Task Force

Human Relations Commission

Housing & Community Development Act Committee - **CANCELLED**

April 23, 2014

Site Plan & Appearance Review Committee

Library Board of Trustees Finance Committee

www.cityofevanston.org/libraryboard

Transportation/Parking Committee - **CANCELLED**

Library Board

www.cityofevanston.org/libraryboard

Economic Development - **RESCHEDULED**

April 24, 2014

Police Pension Fund

April 25, 2014

Housing & Homelessness Commission



Weekly Update

Below is a brief summary of activities in the 311 Center for the period of April 11, 2014 through April 17, 2014.

	CURRENT WEEK'S TOTALS	PREVIOUS WEEK'S TOTALS
CALLS HANDLED	2565	2576
SERVICE REQUESTS	433	578
TOTAL CHATS	101	67
TOTAL TEXT	0	1

Top 5 Service Requests

Total

Most requested service requests (Source: PublicStuff - Open/Closed)

- | | |
|---------------------------------------|----|
| 1. Building Permit Inspection Request | 96 |
| 2. Broken Parking Meter | 66 |
| 3. Trash – Special Pick-up | 37 |
| 4. Trash – Missing/Replacement Cart | 31 |
| 5. Water Bill – Final Bill for Seller | 29 |

Please see the following page for the Weekly Telephone Wrap Up Data

Telephone Wrap-up Data At the end of each call the 311 staff selects the appropriate Category/Department for the call. The table reflects the activity for the past week.

Weekly Telephone Wrap Up Data	
Category/Department	Total
Administrative Services -Parking	255
Administrative Services -Finance	74
Administrative Services -HR	68
Administrative Services - Other	192
Call Transfer	150
City Manager's Office	55
ComDev / Economic Development	13
ComDev/ Bldg Inspections	198
ComDev / Housing Rehab	3
ComDev / Planning/Zoning	22
Directions	8
Evanston Township	24
Fire Life Safety	38
PublicStuff Request	175
Health	77
Information	511
Law	9
Library	3
Mayor's Office	4
Other	120
Other – Social Services	2
Parks – Maintenance	0
Parks – Programs/Picnics/Permits	5
Parks – Other	16
Parks/Recreation	32
Parks – Forestry	28
Parks- Recreation Programs	77
Police	120
Public Works / Fleet	2
Public Works / Street Sanitation	151
Public Works / Engineering	46
Utilities – Power	3
Utilities – Sewer	1
Utilities – Water	83
TOTAL	2565

Evanston City Council Agenda Schedule - 2014

(PLEASE NOTE: Dates for agenda items are tentative and subject to change.)

2014 Meeting Dates: Jan 13, Jan 21 (Tues), Jan 27, Feb 10, Feb 17, Feb 24, Mar 10, Mar 17, Mar 24, Apr 8 (Tues), Apr 28

May 12, May 19, May 27 (Tues), June 9, June 16, June 23, July 14, July 21, July 28, Aug 11, Sept 8, Sept 15, Sept 22

Oct 13, Oct 20, Oct 27, Nov 10, Nov 17, Nov 24, Dec 8

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
CMO	4/28/2014	Town Board meeting		CC	Bobkiewicz	
Mayor/Utilities	4/28/2014	National Drinking Water Week (May 4-10) Awards	PR	APW	Biggs/Hurley/ Francellno	6:00 PM
Admin Services	4/28/2014	National Public Service Week (May 4-10)	PR	CC	Lyons	
CMO	4/28/2014	CARE (2): RFQ for Volunteer Ogn; Report on Legal Options for CARE funds	SPB	CC	Bobkiewicz/Farrar	
CD	4/28/2014	Report: Analysis of Impediments to Fair Housing Choice	SPB	CC	Muenzer	Accept and Place on File
PRCS	4/28/2014	Summer Lunch Program Grant	B	APW	McRae	
Admin Services	4/28/2014	Appointment of Deputy Treasurer	B	APW	Lyons	
Public Works	4/28/2014	Crack Sealing Contract award	B	APW	Robinson	
Public Works	4/28/2014	Sherman Plaza Planter Rodent Abatement	B	APW	Robinson	
Public Works	4/28/2014	Sheridan Road Design Contract	B	APW	Robinson	
Public Works	4/28/2014	Salt Dome Contract Award	B	APW	Robinson	
Public Works	4/28/2014	Arrington Lighting Purchase	B	APW	Robinson	
Utilities	4/28/2014	Municipal Aggregation	B	APW	Stoneback	
Law	4/28/2014	Ord 42-O-14 & 49-O-14: Lic P-1 Craft Beer	O	APW	Farrar	Introduction
Law	4/28/2014	Donation Boxes (tentative)	O	APW	Farrar	Introduction
Public Works	4/28/2014	Ord 29-O-14: Sale of Surplus Vehicle	O	APW	Robinson	Introduction: Held at APW 2.24.14
Admin Services	4/28/2014	Ord 37-O-14 & 38-O-14: Parking	O	APW	Lyons	Introduction
Admin Services	4/28/2014	MWEBE: Update on 5% Referral; MWEBE/LEP Ord Revision	O	APW	Lyons	Introduction
Law	4/28/2014	Ord 40-O-14 & 52-O-14: Township Duties	O	CC	Farrar	Action
Admin Services	4/28/2014	Ord 51-O-14: Chiaravalle Bonds	O	CC	Lyons	Action
Public Works	4/28/2014	Ord 41-O-14: 4-Way Stop Jenks	O	CC	Robinson	Action
Law	4/28/2014	4 Liquor License Ordinances	O	CC	Farrar	Action
Public Works	4/28/2014	Newspaper Boxes	D	APW	Robinson	
CD	4/28/2014	726 Clark - Type 2 Restaurant	O	PD	Muenzer	Introduction
CD	4/28/2014	1701 Simpson - Type 2 Restaurant	O	PD	Muenzer	Introduction
CD	4/28/2014	Ord 53-O-14: 1515 Chicago Ave	O	CC	Muenzer	Action (Introduced Apr 8, 2014)
CD	4/28/2014	835 Chicago Ave	O	CC	Muenzer	Action (Introduced Mar 24, 2014)
PRCS	4/28/2014	Noyes Leases	B	HS	McRae	
CMO	4/28/2014	Ord 54-O-14 Animal Control Board	O	HS	Farrar	Action
CMO	4/28/2014	Res 12-R-14: Autobarn Sales Tax Sharing	R	EDC	Bobkiewicz	Held at Council Apr 8

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Police	5/12/2014	National Police Week (May11-17)	PR	CC	Mayor	National Police Officers Memorial Day: May 15
CD	5/12/2014	National Preservation Month	PR	CC	Mayor	
Public Works	5/12/2014	Tree City USA Award	A	CC	Robinson	
Public Works	5/12/2014	I "heart" Evanston Trees II Fundraising	A	CC	Robinson	
Admin Services	5/12/2014	CAFR Award	A	CC	Lyons	
Admin Services	5/12/2014	Discussion of City Financial Policies and Procedures	P	CC	Lyons	
Admin Services	5/12/2014	IPBC Presentation	P	CC	Lyons	
CD	5/12/2014	HOME funds for Community Partners for Affordable Housing	B	CC	Muenzer	
CD	5/12/2014	Grant for Homeless Management Information Systems (HMIS)	B	CC	Muenzer	
Public Works	5/12/2014	Engineering Supplemental Support Contract	B	APW	Robinson	
Public Works	5/12/2014	Material Testing Contract	B	APW	Robinson	
Public Works	5/12/2014	Harley Davidson Lease	B	APW	Robinson	
Public Works	5/12/2014	Otis Elevators Renewal	B	APW	Robinson	
CMO	5/12/2014	Town Bills (Apr 2014)	B	HS	Bobkiewicz	
CMO	5/12/2014	Human Rights (LGBT)	O	HS	Bobkiewicz	Introduction
Health	5/12/2014	Code Amendments for Property Maintenance	O	HS	Thomas-Smith	Introduction
CMO	5/12/2014	Howard Street Police Substation	B	EDC	Bobkiewicz	
Public Works	5/19/2014	National Public Works Week (May 18-24) - Snow Recognition	PR	CC	Robinson	Third Monday
City Manager	5/19/2014	ECAP Revised	P	CC	Bobkiewicz	
PRCS	5/19/2014	Cradle to Career Discussion/Presentation	P	CC	McRae	Discussion
Admins Services	5/19/2014	Continuation: CIP	D	CC	Lyons	
Admins Services	5/19/2014	M/W/EBE Committee	P	CC	Lyons	
CD	5/27/2014	711 Emerson parking Variance	O	PD	Muenzer	Introduction
Utilities	6/9/2014	Sewer System Modeling Services	B	APW	Stoneback	
Public Works	6/9/2014	Vehicle Purchase	B	APW	Robinson	
Public Works	6/9/2014	BAS Contract - 8 City buildings	B	APW	Robinson	
Admins Services	6/16/2014	Continuation: CIP	D	CC	Lyons	Third Monday
Mayor	6/23/2014	IRMCO's 100th Anniversary	PR	CC	Francellno	

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DEPT	MEETING DATE	ITEMS	COUNCIL ACTION	COUNCIL or COMMITTEE	LEAD STAFF	NOTES
PRCS	July	National Park/Recreation Month	PR	CC	Mayor	
	July	Snow Issues Update				

Council & Committee Meetings

Wed, Apr 16	6:30 PM	M/W/EBE Advisory Committee				
Tues, Apr 22	7:30 PM	Housing & Community Development Act Ctte				
Wed, Apr 23	6:00 PM	Transportation/Parking Committee				
Wed, Apr 23	7:30 PM	Economic Development Committee				
Fri, Apr 25	7:00 AM	Housing & Homelessness Commission				
Mon, Apr 28	6:00 PM	A&PW, P&D, City Council				

Dept	Date	Item	Action	Committee	Staff	
CMO	tba	D202 IGA: Safe School Zone	R	HS	Bobkiewicz	
Admin Serv	TBA	Increase Parking Garage Monthly Permit Fee	B	APW	Voss	
Admin Serv	TBA	Amendment to PEHP Resolution	R	APW	Lyons	
Law	tba	Ord 27-O-12 Cell Phone Ban	O	HS	Grover/Farrar	
	tba	C.A.R.E. 25 Yr Proclamation	PR	CC		
PRCS	tba	Animal Shelter Contract	B	HS		
CD	tba	Rental Licensing	O	PD		
CD	tba	Zoning for Medical Cannabis	O	PD		
CD	tba	Aquaponics Spc Use	O	PD		
CD	tba	Urban Farms Spc Use	O	PD		
CD	tba	Neighborhood Gardens Spc Use	O	PD		
Public Works	tba	Ecology Center Greenhouse	B	APW	Robinson	
Law	3/24/2014	Title 9 City Code Amendments	O		Farrar	(Introduced 1.27.14)



Earth Day and Arbor Day Celebration



City of
Evanston™

Below is a recap of the City's celebration in honor of Earth Day and Arbor Day on Saturday, April 26. Attached are flyers promoting the day's festivities.

Social Media

Community members participating in the festivities are encouraged to share their experiences on social media using the hashtag #EarthDayEvanston.



Clean-up Evanston – 9 a.m. to 11 a.m.

Residents are invited to help make Evanston sparkle this spring by participating in the City's "Community Clean-up". Individuals and community groups can sign up to volunteer at any one of ten designated clean-up sites across the city at VolunteerEvanston.org or can choose their own clean-up site. Free refuse bags will be available beginning at 9 a.m., Monday, April 21 for individuals who wish to focus their efforts on their own property or neighborhood. Refuse bags can be picked up at the information desk of the

Morton Civic Center, 2100 Ridge Ave.; the Levy Senior Center, 300 Dodge Ave.; Fleetwood-Jourdain Community Center, 1655 Foster St.; all five Evanston Fire Stations; Ace Hardware, 1008 Davis St.; and Harold's Hardware, 2912 Central St.

Tree Planting – 11:30 a.m.

Residents are invited to cast their votes at engageevanston.org to decide which tree species will be planted on the grounds of the Fleetwood-Jourdain Community Center in honor of Earth Day and Arbor Day. Residents can choose from four tree species, American Hornbeam, Cornelian Cherry Dogwood, Gingko or Eastern Hop Hornbeam. The winner will be "treevealed" and planted to kick off the City's Earth Day and Arbor Day Celebration.

Earth Day and Arbor Day Celebration – 11:30 a.m. to 2:30 p.m.

Following the unveiling of the Fleetwood-Jourdain Community Center's newest tree, the City will host an Earth Day and Arbor Day Celebration, including art; recycling, compost and rain barrel displays; games and more. Food and refreshments will be available.

Representatives from ComEd, Nicor and CEDA will also be on hand to provide residents with information regarding energy efficiency programs and financial assistance. Attached is a flyer with more details.

SAGE and EEA Earth Day Art Contest Awards - 12:30 p.m.

Awards and certificates for the 2014 Earth Day Art Contest will be presented to the top 3 individuals with winning entries from each grade level, K-8, at the Earth Day and Arbor Day Celebration. The contest is sponsored by Schools Are Gardening in Evanston (SAGE) and the Evanston Environmental Association (EEA).

For more information about the Earth Day and Arbor Day events, email sustainability@cityofevanston.org or call 311 (847-448-4311 outside of Evanston).

All events are free and open to all ages.

EARTH DAY/ ARBOR DAY CELEBRATION



SATURDAY, APRIL 26

9am - 11am

Volunteer clean-up at City parks

11:30am - 2:30pm

Tree planting and festivities at the Fleetwood-Jourdain Community Center, 1655 Foster St.

Events are free and open to all ages.

Celebrate Earth Day and Arbor Day with the City of Evanston!

Clean up a park!

Sign up at VolunteerEvanston.org.

Vote for your favorite tree!

Choose which tree species will be planted at the Fleetwood-Jourdain Community Center in honor of Earth Day and Arbor Day. Cast your vote at EngageEvanston.org by April 24.

Learn and celebrate!

Earth Day and Arbor Day activities include games, art, environmental displays, energy efficiency tips, utility bill assistance, food and more!

Questions? Email sustainability@cityofevanston.org, or call 311 (847-448-4311 outside of Evanston).



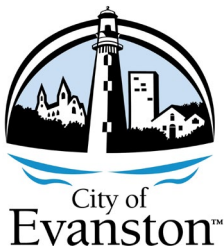
GET UTILITY BILL HELP!



**SATURDAY,
APRIL 26
11:30AM - 2:30PM**

**FLEETWOOD-JOURDAIN
COMMUNITY CENTER
1655 FOSTER ST.,
EVANSTON**

For more information, email sustainability@cityofevanston.org, or call 311 (847-448-4311 outside of Evanston).



Utility Bill Assistance

As part of the City of Evanston's Earth Day/ Arbor Day Celebration, representatives from ComEd, Nicor and the Low Income Home Energy Assistance Program (LIHEAP) will be on hand to help community members connect with home weatherization and utility bill assistance programs, including:

- Budget Billing Options
- Deferred Payment Agreements
- Hardship Assistance
- Energy Efficiency Improvements

Community members interested in applying for LIHEAP should bring a current copy of their heat and electric bills; proof of gross income from all household members for the prior 30-day period; proof of Social Security numbers of all household members; a "Medical Eligibility Card," if a household member receives Temporary Assistance to Needy Families (TANF); proof of a rental agreement stating the monthly rental amount, if the applicant is a renter. Assistance will be given on a first-come, first-served basis.





Memorandum

To: Honorable Mayor and Aldermen

From: Melissa Klotz, Interim Zoning Administrator, Planning & Zoning Division

Subject: Weekly Zoning Report

Date: April 18, 2014

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, the type of application submitted, a description of the project, date received and current status.

Please contact me at 847/448-8153 or mklotz@cityofevanston.org if you have any questions or need additional information.

Zoning Weekly Update
Cases Received and Pending, April 11-17, 2014

Zoning Reviews

Ward	Property Address	Type	Project Description	Received	Status
1	1611 Chicago Avenue	Building Permit	Rebuild two marquee structures at North Shore Hotel.	03/20/14	SPAARC 04/23/14
1	1611-1619 Chicago Avenue	Building Permit	8 story addition to North Shore Residence (Planned Development)	03/06/14	SPAARC 04/23/14
1	711 Emerson Street	Zoning Analysis	Convert SFR to 2-flat; establish 2 open parking spaces in rear yard (revisions)	04/08/14	pending staff review
2	1713 Dempster Street	Building Permit	Construct 2-car detached garage at SFR.	04/15/14	compliant
2	1817 Washington Street	Zoning Analysis	Shed, patio, and fence at Fire Station 4	04/04/14	pending SPAARC
4	1239 Oak Avenue	Zoning Analysis	Construct front porch at SFR.	04/15/14	non-compliant
4	1315 Lee Street	Building Permit	Construct 1-car detached garage at SFR.	04/16/14	compliant
5	1000 Foster Street	Zoning Analysis	Demolish existing and construct 3-story mixed-use commercial & 2 DUs.	03/21/14	pending additional info from applicant
5	1019 Simpson Street	Zoning Analysis	Demolish SFR and construct 4 DU structure with temporary coach house	04/07/14	pending staff review
5	1917 Darrow Avenue	Building Permit	Interior remodeling to convert 2-family residence to 3-family residence	04/17/14	compliant
6	2630 Lawndale Avenue	Building Permit	Construct 1-story addition at SFR (revisions)	04/17/14	compliant
6	2639 Lincolnwood Drive	Building Permit	Install rear yard patio at SFR.	04/16/14	non-compliant
7	2008 Isabella Street	Building Permit	Install rear yard pergola at SFR.	04/15/14	compliant
7	2013 Noyes Street	Building Permit	Install rear yard patio at SFR.	04/16/14	compliant
7	2329 Brown Avenue	Building Permit	Construct 2nd story addition at SFR.	04/14/14	compliant
7	2703 Prairie Avenue	Building Permit	Construct 2-car detached garage at SFR.	04/16/14	compliant
8	1328 Dobson Street	Building Permit	Construct 2-car detached garage at SFR.	04/16/14	non-compliant
8	1413-1415 Howard Street	Zoning Analysis	Interior remodel to add 7 additional DUs (15 total)	04/07/14	pending staff review
8	409 Sherman Avenue	Building Permit	Construct 2-story single family residence on vacant lot (revisions)	04/14/14	compliant
8	411 Sherman Avenue	Building Permit	Construct 2-story single family residence on vacant lot (revisions)	04/14/14	compliant
8	415 Sherman Avenue	Building Permit	Construct 2-story single family residence on vacant lot (revisions)	04/14/14	compliant
9	825 Reba Place	Building Permit	Construct 2-car detached garage at SFR.	04/16/14	compliant

Miscellaneous Zoning Cases

Ward	Property Address	Type	Project Description	Received	Status
1	1515 Chicago Avenue	Planned Development	8 story extended stay hotel	12/27/13	City Council 04/28/14
1	711 Emerson Street	Major Variance	Construct 2 open parking spaces that are not in the rear yard	03/05/14	pending revisions
1	726 Clark Street	Special Use	Type 2 Restaurant (Kung Fu Tea)	03/05/14	P&D 04/28/14
2	1825 Greenwood Street/ 1409 Dodge Avenue	Map Amendment	Rezone from I2 to R4 to convert to 3 dwelling units	03/12/14	ZC 05/21/14
3	100 Dempster Street	Minor Variance	front yard and rear yard setback to construct two 1-story additions.	4/17/2014	pending
3	1040 Michigan Avenue	Minor Variance	Interior side yard setback to construct 1-story addition at SFR	03/25/14	determination after 04/11/14
3	635 Chicago Avenue #7	Special Use	Type 2 Restaurant (YoFresh Yogurt Café)	04/01/14	ZBA 05/06/14
3	699 Sheridan Road	Minor Variance	Setback to install a/c condensing unit	04/10/14	determination after 04/26/14
3	835 Chicago Avenue	Planned Development	9 story mixed use retail, office and residential tower	12/30/13	P&D 04/28/14
3	910 Hinman Avenue	Major Variance	Building lot coverage, impervious surface, and open parking for 7 DUs	04/07/14	ZBA 05/20/14 & SPAARC 04/23/14
4	1314 Wilder Street	Minor Variance	Front yard setback to construct second story addition.	04/03/14	pending staff review
5	1701 Simpson Street	Special Use	Type 2 Restaurant (Frio Gelato)	03/06/14	P&D 04/28/14
5	1910 Wesley Avenue	Major Variance	Impervious surface ratio and front yard setback for 1-car attached garage	03/28/14	ZBA 05/06/14
5	2114 Jackson Avenue	Special Use	Commercial Indoor Recreation (Precision Multisport Fitness)	03/26/14	ZBA 05/06/14
6	2533 Lawndale Avenue	Major Variance	Impervious surface ratio to construct 2-car detached garage.	03/19/14	ZBA 04/15/14
7	1906 Grant Street	Minor Variance	Building lot coverage to construct a 2-car detached garage	04/03/14	determination after 04/23/14
7	2149 Pioneer Road	Minor Variance	interior side yard setback to construct second story addition.	4/3/2014	determination after 04/16/14
7	2759 Garrison Avenue	Minor Variance	interior side yard setback to construct second story addition.	4/14/2014	determination after 04/26/14
9	1718 Cleveland Street	Major Variance	Open parking in street side yard and 6' fence	03/17/14	pending revisions
9	802 Florence Avenue	Major Variance	Minimum lot size and required parking for lot subdivision	04/02/14	ZBA 05/06/14 & pending SPAARC
9	903 Monroe Street	Minor Variance	Install 4'h wood fence in street side yard	04/10/14	determination after 04/27/14



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING APRIL 18, 2014

Full Effort Launched to Defeat Manning Bill - CONTACT YOUR SENATORS TODAY!

On Wednesday, the NWMC Legislative Committee discussed an all out effort to defeat what is likely the most harmful bill our communities have faced in recent years. House Bill 5485 (Rep. Mayfield/Sen. Raoul) proposes to make firefighter and paramedic manning a mandatory subject of collective bargaining and would leave taxpayers on the hook for tens of millions of dollars of unnecessary fire department staffing costs. HB 5485, which is being heavily pushed by the firefighter's union, eliminates the ability of elected officials to work with local fire chiefs to determine appropriate staffing levels, and instead would hand that authority to arbitrators with no connection to our communities or responsibility to taxpayers.

At the meeting, the Legislative Committee released a game plan for bringing attention to HB 5485. The plan includes identifying the cost of this bill on local taxpayers, highlighting how the bill will reduce (not enhance) public safety, discussing the ramifications with state senators, raising the issue at village board/city council meetings and holding legislators accountable for their votes against taxpayer's interests.

Simultaneously, the *Village of Glenview* has launched a public relations initiative to supplement this effort and bring statewide media attention to this issue. Information regarding Glenview's work was emailed this morning to the membership, the Illinois Municipal League and regional councils of government. It is imperative that Mayors and Managers reach out to their legislators NOW and urge them to OPPOSE HB5485. This bill, while not yet assigned to a senate committee, could be heard as early as the week of April 28. We strongly urge you to participate in all efforts to defeat HB5485. *Staff contacts: Larry Bury, Mark Fowler, Chris Staron*

NWMC Surplus Vehicle & Equipment Auction is Less Than a Month Away!

As a reminder, the spring NWMC Surplus Vehicle and Equipment Auction is scheduled for Tuesday, May 20, 2:00 p.m. at Manheim Arena in Bolingbrook. Only a month remains to prepare vehicles and sales ordinances to transform your discards into cash. For information on the auction, please visit <http://www.nwmc-cog.org/Products-and-Services/Surplus-Vehicle-and-Equipment-Auctions.aspx> or contact Manheim Field Sales Representative Christine Hegg, 708-382-1766 or chris.hegg@manheim.com. *Staff contact: Ellen Dayan*

SPC Awards New Chevrolet Tahoe Police Patrol Vehicle Contract

The Suburban Purchasing Cooperative (SPC) Governing Board has awarded the 2015 Chevrolet Tahoe Police Patrol Vehicle (Contract #147) to Currie Motors of Forest Park from April 11, 2014 through April 10, 2015. Currie Motors submitted the lowest responsive, responsible bid, with a price of \$27,608.00 for the standard equipped vehicle. One other bid was received by Raymond Chevrolet of *Antioch* for \$30,945.00.

The SPC reserves the right to offer this contract for up to three (3) additional one-year extensions upon mutual agreement of both the vendor and the SPC on a negotiated basis. For questions or additional information, please contact staff or Tom Sullivan, Commercial Account Manager, 815-464-9200 (Monday, Wednesday, Friday), 708-771-2600, ext. 285 (Tuesday and Thursday), or curriefleet@gmail.com. *Staff contact: Ellen Dayan*

SPC Extends Fuel Contract with Palatine Oil

The Suburban Purchasing Cooperative (SPC) Governing Board has approved the second of three (3) possible one-year contract extensions with Palatine Oil Co., Inc. of *Schaumburg* for the provision of Diesel, Bio-Diesel, Gasoline and Ethanol fuels (Contract #126). The contract runs from June 5, 2014 through June 5, 2015.

This program is in addition to Fuel Hedging Contract #132 with Palatine Oil that runs through February 28, 2015. For questions or additional information on either of the SPC Fuel programs, please contact Palatine Oil General Manager Joe Fell, 847-358-3600 (office), 847-514-9483 (cell) or jfell@palatineoil.com. *Staff contact: Ellen Dayan*

Sign Up for the May 21st Warehouse Direct Solutions Tour!

On Wednesday, May 21, Warehouse Direct Workplace Solutions will host a tour of their new facility located at 2100 South Mount Prospect Road in *Des Plaines*. Warehouse Direct Workplace Solutions is the Suburban Purchasing Cooperative (SPC) program vendor for both of the Office Supply and Janitorial Supply contracts. Municipal staff representing Purchasing, Administration, Public Works, Facilities, Police, Fire and IT Departments, as well as anyone who places orders for office supplies or janitorial supplies are encouraged to attend.

Tours will run between 10:00 a.m. and 2:00 p.m., with lunch served at noon. Product specialists will be on hand to answer questions and review the services Warehouse Direct offers, including office and janitorial supplies, managed print services, coffee & break room supplies, furniture design and promotional products. Participants will learn how to earn e-commerce rebates and take advantage of bundling office supply orders with janitorial supply orders through Warehouse Direct to save paperwork, time and money. Please RSVP to Margaret Dawson, margaretdawson@warehousedirect.com or 847-631-7177. *Staff contact: Ellen Dayan*

Let Call One Help Gain Control of Your Phone Bills

The Suburban Purchasing Cooperative (SPC), Telecommunications vendor, Call One invites all members and contract participants to attend a lunch and learn meeting on the SPC Telecommunications Program. The session for NWMC members is scheduled for Tuesday, May 13, 11:30 a.m. to 1:00 p.m. at the *Northfield Village Hall*, 361 Happ Road. This informative, 90 minute session will cover the following agenda:

- Reasons why analog services are experiencing increases of over 100% in the past couple years
- Options available to avoid these increases
- Overview of the 2014 SPC contract award
- State of the telecommunications industry
- Update on legacy services and new service offerings (POTS, PRI, and SIP)
- Low baud replacement program (Alarms, Water/SCADA, Radio Towers)
- Call One product and services update
- Q&A

Village Managers, Assistant Village Managers, and/or IT Department Managers are encouraged to attend or send representatives. If you are unable to attend the May 13 presentation, other sessions are scheduled as follows:

Tuesday, May 6
11:30 a.m. to 1:00 p.m.
DuPage Mayors & Managers Conference (DMMC)
1220 Oak Brook Road

Oak Brook

Wednesday, May 7

11:30 a.m. to 1:00 p.m.

South Suburban Mayors & Managers Association (SSMMA)

1904 W. 174th Street

East Hazel Crest

Call One expects to add at least one more presentation with Will County Governmental League (WCGL) on a date to be determined. Please RSVP no later than one week before the session to Call One Association Relationship Developer Phillip Barnett pbarnett@callone.com or 312-235-3870 (direct) or 847-814-7445 (cell). For additional information or questions, please contact staff or Call One Association Director Bob Kintz, rkintz@callone.com or 312-506-5003 (direct) or 630-465-1485 (cell). *Staff contact: Ellen Dayan*

Still Time to Enroll in the NWMC EAP

The Conference is pleased to offer participation in the NWMC Employee Assistance Program (EAP) to Municipalities, townships, park districts and libraries. Currently there are sixteen municipalities and organizations that participate in this program. Bensinger, DuPont & Associates is the program provider and offers confidential, cost free referrals and assessment service twenty-four hours a day for employees and their families. Areas of assistance include substance abuse, mental health, family and marital problems, financial and legal matters.

The fee for program participation is \$25.00 per employee per year and the contract year begins May 1. If you are not currently a member of the EAP program and would like to join or obtain additional information, please contact Karol Heneghan, 847-296-9200, ext. 124 or kheneghan@nwmc-cog.org. *Staff contact: Karol Heneghan*

ICMA, Hoffman Estates to Host Community Engagement Workshop

On Thursday, May 1, the International City/County Management Association's Center for Management Strategies is conducting a workshop entitled "Engaging Your Community: It's More than Three Minutes at the Microphone!" The workshop will provide participants with "an overview of engagement trends and best practices and help participants identify first steps toward building an effective, coordinated civic engagement program for their organizations."

The workshop will be held from 8:30 a.m. to 4:45 p.m. at the *Hoffman Estates Village Hall*, 1900 Hassell Road. Individual registration is \$239, including lunch and all workshop materials. The cost for additional registrants from the same organization is \$199 each. For additional registration information, please visit https://www.regonline.com/builder/site/default.aspx?EventID=1499701&utm_source=ICMA&utm_medium=direct_email&utm_campaign=WorkshopCE. *Staff contact: Mark Fowler*

Register for the GreenTown Chicago Conference

On May 21-22, the Chicago Metropolitan Agency for Planning (CMAP) is cosponsoring the GreenTown Chicago conference. The event will be held at the University of Illinois at Chicago Student Center, 750 S. Halsted in Chicago. Attendees can participate in a Local Technical Assistance (LTA) track to learn about successful LTA projects from around the region in advance of CMAP's next call for projects, which is set to open on May 2.

CMAP is offering a limited number of complimentary admissions for municipal staff (one per community). Please contact Berenice Vallecillos, bvallecillos@cmapp.illinois.gov, by Monday, April 21 if you are interested in taking advantage of this special offer. For more information about the conference, please visit

<http://www.greentownconference.com/upcoming-events/greentown-chicago-may-21-22-2014/>.
contacts: Mike Walczak, Chris Staron

Staff

CMAP to Sponsor Form-Based Codes Workshop

Municipal staff and elected officials are invited to attend a free form-based codes workshop on Friday, May 16 from 9:00 a.m. to 12:00 p.m. at the Chicago Metropolitan Agency for Planning (CMAP) offices in Chicago. Sponsored by CMAP and the Form-Based Codes Institute, the workshop will feature local and national experts and explain how this different approach to zoning can help communities reach their economic revitalization goals. Attendees will also learn about opportunities to apply for form-based code assistance through the next Local Technical Assistance (LTA) call for projects. Please note that space is limited for this event. To RSVP, please contact Stephen Ostrander, sostrander@cmap.illinois.gov or 312-386-8696. Staff contacts: Mike Walczak, Chris Staron

Lake County Transportation Alliance to Host Annual Meeting

On Friday, May 2, at 8:00 a.m., the Lake County Transportation Alliance is holding its annual meeting at the University Center of Lake County, 1200 University Center Drive, Room 145 in Grayslake. This year's speaker is Transportation for Illinois Coalition (TFIC) co-chair Doug Whitley, who will discuss the coalition's proposed Transportation Capital Program, which seeks to generate an additional \$1.8 billion annually to support pay-as-you-go projects as well as spending and bonding. There is no RSVP required. Staff contact: Mike Walczak, Chris Staron

Meetings and Events

NWMC Transportation Committee will meet on Thursday, April 24 at 8:30 a.m. at the *NWMC offices*.

NWMC Executive Board will meet on Wednesday, May 7, at 8:30 a.m. at the *NWMC offices*.

NWMC Finance Committee will meet on Wednesday, May 14, at 12 Noon at *NWMC offices*.

NWMC Board of Directors will meet on Wednesday, May 14, at 7:00 p.m. at the *Wheeling Village Hall, 2 Community Boulevard, Wheeling* – **please note location change**

NWMC Legislative Committee will meet Wednesday, May 21 at 8:30 a.m. at *NWMC offices*.