

## MEMORANDUM

**TO:** STAFF

**COPY:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
DEPARTMENT HEADS

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** January 11, 2013

**RE:** STAFF BRIEFING

### WEEK OF JANUARY 7, 2013

#### REGULAR BOARD OF TRUSTEES MEETING

The Board held their regular meeting on Tuesday, January 8. President Pro Tem Jim Karagianis recognized Randall "Randy" Hayden on his retirement after 26 years of service to the Village and made two appointments to the Arts Commission; Sharon Moyer and Pamela Beth Tokowitz. On Consent, the Board passed a Resolution accepting grant funding for lighting improvements to Village facilities; approved a Transferee Assumption Agreement with Senior Lifestyle Corporation (1000 Sunset Ridge Rd.); and approved the annual Motor Fuel Tax Program funding appropriation and intent to bond. Also approved was an ordinance regarding parking regulations on Greenwood Road and an ordinance providing for the allocation of Debt Service Taxes for the payment of General Obligation Bonds. Following a staff presentation and discussion, the Board recommended that the proposed new ICS zoning district return to the Plan Commission for further review. The Board also approved a resolution upholding the issuance of a tree removal permit for 8 Hickory Lane.

#### JOINT MEETING OF EDC & ICDC

The Northbrook Economic Development Committee and Industrial & Commercial Development Commission held their semi-annual joint meeting on the morning of Wednesday, January 9, 2013. Trustee Karagianis attended the meeting on behalf of the Village Board.

The group heard a presentation from the Chicago North Shore Convention and Visitors Bureau (CNSCVB) and the Northbrook Chamber of Commerce and Industry concerning their many activities and how they support the Village's economic development mission. The joint group voted unanimously to support continued funding for both groups in the upcoming FY 13/14 Budget.

The EDC and ICDC were briefed on the progress made to review modifications to the Village's use of the County 6b Property Tax Incentive. The other taxing bodies present noted the importance of being part of the process. The members also saw great value in having increased awareness of market conditions and problems/opportunities with individual buildings. The group was also informed that the Village planned to establish a new ICS zoning district that is hoped to make buildings along the South Shermer Road corridor more viable for new uses that may not need an incentive.

Trustee Karagianis briefed the EDC and ICDC on the Village's financial status and the successful refinancing of bonds that resulted in significant savings to the community. He also noted that sales tax revenues were rebounding. Tom Poupard provided an overview of the major development proposals anticipated to be filed along Skokie Boulevard as well as new development interest in the downtown.

Each taxing district in attendance then gave a summary of their recent activity and financial status. A common theme among the group was that each was presently in very sound financial shape, but each was carefully monitoring the activities in Springfield regarding unfunded pensions and how a shift in the burden may affect local governments/taxing districts.

**ACC MEETING RESCHEDULED**

The regular meeting of the Village’s Architectural Control Commission (ACC) was cancelled due to a lack of a quorum. Staff is working to reschedule the meeting for later in the month.

**SENIOR SERVICES COMMISSION**

The Senior Services Commission met on Thursday for their regular bi-monthly meeting. Topics that were discussed included staff efforts to publicize senior-specific information in the Village’s newsletter and on the Village’s website. This is being done in response to work done by the Village-to-Village subcommittee and recommendations that the Village better communicate the many senior resources available in and around Northbrook.

The bulk of the meeting focused on a discussion of the Senior Housing Fund budget, which funds the operation of Crestwood Place. The Commission reviewed all aspects of the proposed FY2013/2014 budget, which was developed by the site manager, Realty and Mortgage. It was recommended that the budget presented to the Village Board include funding for certain maintenance and capital improvements to Crestwood. Some equipment was recommended for replacement in the current fiscal year, if possible, including replacement of the backup generator at Crestwood. For the 8<sup>th</sup> year in a row, the Commission has recommended the approval of a budget that has no increase in rents at Crestwood Place. The Commission - approved budget will be provided to the Village Board along with the full draft budget in later this winter.

The Commission’s next regularly scheduled meeting is March 14, 2013.

**WEEK OF JANUARY 14, 2013**

<b>SAT.</b>	<b>1/12</b>	9:00 a.m.	Electoral Board Meeting - Board Room
<b>MON.</b>	<b>1/14</b>	9:00 a.m.	Special Fire Pension Board Meeting - Shermer Study
<b>TUES.</b>	<b>1/15</b>	6:30 p.m.	Communications & Legislation Committee Meeting - Terrace Room
		7:30 p.m.	Committee of the Whole - <b>Cancelled</b>
		7:30 p.m.	Plan Commission - Board Room
<b>WED.</b>	<b>1/16</b>	7:00 p.m.	Electoral Board Meeting - Board Room - TENTATIVE
		7:00 p.m.	Youth Commission - <b>Cancelled and Rescheduled to 1-23-13</b>
		7:00 p.m.	Rescheduled Bicycle Task Force - Terrace Room
<b>THURS.</b>	<b>1/17</b>	7:00 p.m.	Environmental Quality Commission - Terrace Room
		7:00 p.m.	Electoral Board Meeting - Board Room - TENTATIVE
		7:00 p.m.	Stormwater Management Commission - <b>Cancelled</b>
<b>FRI.</b>	<b>1/18</b>	9:00 a.m.	Rescheduled Arts Commission Meeting - Terrace Room