

Winnetka Village Council
REGULAR MEETING
Village Hall
510 Green Bay Road
Tuesday, June 16, 2015
7:00 p.m.

Emails regarding any agenda item are welcomed. Please email contactcouncil@winnetka.org, and your email will be relayed to the Council members. Emails for the Tuesday Council meeting must be received by Monday at 4 p.m. Any email may be subject to disclosure under the Freedom of Information Act.

AGENDA

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Quorum
 - a) June 30, 2015 Rescheduled Study Session
 - b) July 7, 2015 Regular Meeting
 - c) July 14, 2015 Study Session
- 4) Approval of Agenda
- 5) Consent Agenda
 - a) Approval of Village Council Minutes
 - i) June 2, 2015 Regular Meeting 3
 - b) Approval of Warrant List dated May 29 to June 11, 20158
 - c) Ordinance No. MC-4-2015: Amending the Village Code to Create a Coffee Shop
Liquor License Classification – Adoption9
 - d) Resolution No. R-18-2015: Approving a Class F Liquor License for Starbucks
Coffee – Adoption.....14
 - e) Resolution No. R-10-2015: Fire Service Fees – Adoption18
 - f) Resolution No. R-17-2015: Prevailing Wage Resolution – Adoption.....25
 - g) Village Hall Door Restoration Project Authorization.....36
- 6) Stormwater Monthly Summary Report.....63
- 7) Ordinances and Resolutions: None.
- 8) Public Comment
- 9) Old Business: None.

10) New Business

 a) 693 Sheridan Road, Zoning Variation: Policy Direction.....70

 b) Downtown Master Plan – Consultant Recommendation89

11) Appointments

12) Reports

13) Executive Session

14) Adjournment

NOTICE

All agenda materials are available at villageofwinnetka.org (Government > Council Information > Agenda Packets & Minutes); the Reference Desk at the Winnetka Library; or in the Manager’s Office at Village Hall (2nd floor).

Broadcasts of the Village Council meetings are televised on Channel 10 and AT&T Uverse Channel 99 every night at 7 PM. Webcasts of the meeting may also be viewed on the Internet via a link on the Village’s web site: <http://winn-media.com/videos/>

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the Village ADA Coordinator – Megan Pierce, at 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

**MINUTES
WINNETKA VILLAGE COUNCIL
REGULAR MEETING
June 2, 2015**

(Approved: xx)

A record of a legally convened regular meeting of the Council of the Village of Winnetka, which was held in the Village Hall Council Chambers on Tuesday, June 2, 2015, at 7:00 p.m.

- 1) Call to Order. President Greable called the meeting to order at 7:00 p.m. Present: Trustees Andrew Cripe, Carol Fessler, William Krucks, Stuart McCrary, Scott Myers and Marilyn Prodromos. Absent: None. Also present: Village Manager Robert Bahan, Assistant to the Village Manager Megan Pierce, Village Attorney Peter M. Friedman, Public Works Director Steve Saunders, Police Chief Patrick Kreis, and approximately 13 persons in the audience.
- 2) Pledge of Allegiance. President Greable led the group in the Pledge of Allegiance.
- 3) Quorum.
 - a) June 9, 2015 Study Session. Manager Bahan announced the June 9 Study Session has been rescheduled to June 30.
 - b) June 16, 2015 Regular Meeting. All of the Council members present, except Trustee Prodromos, indicated that they expected to attend.
 - c) July 7, 2015 Regular Meeting. All of the Council members present, except Trustee Myers, indicated that they expected to attend.
- 4) Approval of the Agenda. Trustee Fessler, seconded by Trustee McCrary, moved to approve the Agenda. By voice vote, the motion carried.
- 5) Consent Agenda
 - a) Village Council Minutes.
 - i) May 12, 2015 Study Session.
 - ii) May 19, 2015 Regular Meeting.
 - b) Warrant List. Approving the Warrant List dated May 15 to May 28, 2015 in the amount of \$1,728,607.58.
 - c) Ordinance No. M-12-2015: 675 Garland Avenue, Variation for the Construction and Use of a New Single-Story Addition – Adoption. An Ordinance granting a variation from maximum building size limitations to allow the construction of a one-story family room and mud room addition.
 - d) Indian Hill Train Station Lighting, Bid Number 015-001. An item authorizing the Village Manager to award a purchase order to Sternberg Lighting in an amount not to exceed \$33,624, subject to the terms of Bid #015-001.
 - e) Service Contract for Village Telephone/Internet Service. An authorization for the Village Manager to award a 36-month service contract to Comcast for phone and internet service at \$1,817 per month.

Trustee Fessler, seconded by Trustee Prodromos, moved to approve the foregoing items on the Consent Agenda by omnibus vote. By roll call vote, the motion carried. Ayes: Trustees Cripe, Fessler, Krucks, McCrary, Myers and Prodromos. Nays: None. Absent: None.

6) Stormwater.

a) Willow Road STADI Project Cost Evaluation and Value Engineering Services.

Mr. Saunders explained that a cost evaluation and value engineering project will establish confidence in the reliability of MWH's cost estimates, and ascertain that the Village is getting the best version of the project designed. He said the requests for proposals (RFP) were sent in May to two qualified and experienced firms, and he reviewed the responses, noting that each firm uses a different methodology to confirm the cost estimates. While both responding teams demonstrate expertise in cost estimation, V3 Companies exhibited superior experience in value engineering; therefore, staff recommends awarding them the contract.

The Council asked questions and discussed the recommendation. Mr. Saunders noted that he expects V3 Companies to provide a more detailed approach to cost estimation; he added that the work hours estimate more accurately represents the time commitment he believes is necessary for a successful process.

President Greable called for audience comment.

Gwen Trindl, Winnetka. Ms. Trindl said the V3 proposal seems much more significant and asked if the value engineering review could impact the permitting process.

Mr. Saunders explained that it would depend on which alternatives they might recommend. He added that while he does not expect any suggestions to make the permitting process easier, it likely won't be made more difficult either.

Trustee Cripe noted that one of the respondents, Black & Veatch, is a client of his law firm, and he would therefore abstain from voting on the contract.

The rest of the Council agreed with staff's recommendation to award the contract to V3, as the more expensive proposal is the most cost-effective solution in this instance.

Trustee Myers noted that while this review focuses on the Tunnel project, re-examinations of other options should also take place.

Trustee Krucks, seconded by Trustee Prodromos, moved to award a contract to V3 Companies for Cost Evaluation and Value Engineering services for the Willow Road STADI project for a fee not to exceed \$33,708 for Phase 1 cost review and \$88,296 for Phase 2 value engineering (if directed to proceed) pursuant to their proposal dated May 22, 2015. By roll call vote, the motion carried. Ayes: Trustees Fessler, Krucks, McCrary, Myers and Prodromos. Nays: None. Absent: None. Abstain: Trustee Cripe.

- b) Willow Road STADI Project Engineering: Change Order #2: Initial Permit Submittals. Mr. Saunders explained that this change order does not affect the total compensation of MWH's contract; it is simply allowing advancement of some Phase 2 activities in order to prepare permit applications, as previously directed by the Council. He noted that the ultimate test of feasibility for the STADI Project is whether environmental permits will be issued, and the Illinois Environmental Protection Agency (IEPA) will not give an official opinion until a permit application is submitted.

Mr. Saunders said the first steps in the permit application process will be to meet with significant stakeholders of Lake Michigan. He explained that due to the public nature of the permit process, it will be more productive to meet with these agencies to get their comment on the applications prior to submittal. He added that MWH expects to submit the applications in September, holding follow-up meetings in the fall, and reporting to the Council by the end of the year.

After Mr. Saunders reviewed the scope of the proposed permit submittal project, Trustee Cripe asked if the value engineering piece could have an impact on the permit applications. Mr. Saunders said he expected if a significant redesign is called for, this would be known before the permit applications are submitted, and they could be suspended at that point. He explained that the permit approval process is at least 12 months long, and he feels strongly the process should get underway.

The Council discussed the permit project further with Mr. Saunders, and received assurance that no more design work will be undertaken without prior Council approval.

Gwen Trindle, Winnetka. Ms. Trindl asked if the water quality design should include the mixing zone and whether continued water quality monitoring would be helpful for the permit process.

Mr. Saunders explained that modeling of the mixing zone is sometimes employed as a water quality mitigation strategy; however, he did not want to include it in MWH's contract without knowing if it would be required by the IEPA. He added that if the IEPA does request mixing zone information, the matter would be brought to the Council for discussion and further approval.

After further discussion, the Council agreed that it is important to begin the permit process, as clarity from the IEPA is needed. The group also concurred that it is important to know whether the Tunnel is feasible and this is the logical next step to get that question answered. The Trustees also expressed support for thoroughly reviewing alternative stormwater solutions.

Trustee Prodromos, seconded by Trustee Fessler, moved to approve Change Order #2 for Engineering Services for the Willow Road STADI project authorizing expenditure of \$110,880 for initial permit submittals. By roll call vote, the motion carried. Ayes: Trustees Cripe, Fessler, Krucks, McCrary, Myers and Prodromos. Nays: None. Absent: None.

7) Ordinances and Resolutions.

- a) Ordinance No. MC-4-2015: Amending the Village Code to Create a Coffee Shop Liquor License Classification – Introduction. Attorney Friedman explained that, pursuant to Council discussion on May 19, staff has resolved outstanding issues, incorporated comments and drafted an Ordinance creating a liquor license class for coffee shops. He noted that the most significant change is the elimination of sidewalk alcohol consumption; and he reviewed the remaining provisions of the new classification.

Several Trustees said they would be open to sidewalk liquor service at coffee shops; however, Chief Kreis explained that in this instance, the logistics of outdoor seating don't fit Starbucks' model, since it is not enclosed.

Attorney Friedman added if a new license applicant desired sidewalk service, it could be applied for at that time.

After further discussion, the Council was in agreement to approve the sale of wine and beer at coffee shops under certain conditions.

Trustee McCrary, seconded by Trustee Fessler, moved to introduce Ordinance No. MC-4-2015. By voice vote, the motion carried.

- b) Resolution No. R-16-2015: Easement Agreements for Northwest Winnetka Stormwater Improvements – Adoption. Mr. Saunders explained that a component of the Subject improvements is the installation of two storm sewer extensions from the new main line storm sewer onto several private properties. He noted that while it is Village policy that side and rear yard sewers be privately funded, the Village agreed to publicly fund these private laterals, as these properties are subject to large volumes of overland flow generated from upstream in the drainage basin. He said because no permanent easement exists at these locations, the Village needs to establish them to allow the work to be performed; no compensation will be given to the homeowners for the establishment of these easements.

Trustee Myers asked if there are other similar locations in the Village where this approach might make sense.

Mr. Saunders said there could similar locations; however, this is a unique area in terms of topographical characteristics. In most other areas of the Village, the ground is much flatter and runoff can be contained through other means.

The Council reached agreement to adopt the Resolution approving the easement agreements.

Trustee Fessler, seconded by Trustee Myers, moved to adopt Resolution R-16-2015. By roll call vote, the motion carried. Ayes: Trustees Cripe, Fessler, Krucks, McCrary, Myers and Prodromos. Nays: None. Absent: None.

8) Public Comment. None.

9) Old Business. None.

10) New Business. None.

11) Appointments.

- a) Trustee Krucks, seconded by Trustee Myers, moved to appoint Dana Fattore Crumley to replace Matt Hulsizer as the School District 36 representative to the Plan Commission. By voice vote, the motion carried.

12) Reports.

- a) Village President. President Greable announced two changes to the Council organization: Trustee Prodromos is appointed as the new liaison to the Economic Development Program and President Greable would be added as a second stormwater and infrastructure liaison. He added that the Memorial Day observance was a big success, with over 800 residents in attendance.
- b) Trustees.
 - i) Trustee McCrary reported on the last Landmark Preservation meeting and announced that summer concerts in Hubbard Woods Park begin on June 3rd.
 - ii) Trustee Fessler reported that the last Plan Commission meeting was cancelled; and she added that she has been busy with outreach and engagement, including plans for the Fourth of July celebrations.
 - iii) Trustee Myers said the May Environmental & Forestry Commission meeting was cancelled, and the June Meeting would be cancelled as well.
- c) Attorney. None.
- d) Manager. Manager Bahan announced that the Panera in Hubbard Woods is closing because their lease expired, and they desire a location that will accommodate a larger dining room and a drive-through window. The property owner is in favor of leasing the space to another restaurant. Manager Bahan also announced that the Village's Finance Director, Ed McKee, was retiring effective Friday, June 5.

- 13) Executive Session. Trustee Myers moved to adjourn into Executive Session to discuss Collective Bargaining, pursuant to Section 2(c)(2) of the Illinois Open Meetings Act. Trustee Fessler seconded the motion. By roll call vote, the motion carried. Ayes: Trustees Cripe, Fessler, Krucks, McCrary, Myers and Prodromos. Nays: None. Absent: None. President Greable announced that the Council would not return to the open meeting after Executive Session. The Council adjourned into Executive Session at 8:42 p.m.

- 14) Adjournment. Trustee Myers, seconded by Trustee Fessler, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 10:09 p.m.

Deputy Clerk



Agenda Item Executive Summary

Title: Approval of Warrant List Dated May 29 - June 11, 2015

Presenter: Robert M. Bahan, Village Manager

Agenda Date: 06/16/2015

Consent: YES NO

- | | |
|-------------------------------------|-------------------------|
| <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Bid Authorization/Award |
| <input type="checkbox"/> | Policy Direction |
| <input checked="" type="checkbox"/> | Informational Only |

Item History:

None.

Executive Summary:

The Warrant List dated May 29 - June 11, 2015 was emailed to each Village Council member.

Recommendation:

Consider approving the Warrant List dated May 29 - June 11, 2015.

Attachments:

None.



Agenda Item Executive Summary

Title: Ordinance No. MC-4-2015: Amending the Village Code to Create a Coffee Shop Liquor License Classification (Adoption)

Presenter: Peter M. Friedman, Village Attorney and Patrick Kreis, Chief of Police

Agenda Date: 06/16/2015

Consent: YES NO

- | | |
|-------------------------------------|-------------------------|
| <input checked="" type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Bid Authorization/Award |
| <input type="checkbox"/> | Policy Direction |
| <input type="checkbox"/> | Informational Only |

Item History:

05/19/2015 Regular Council Meeting
06/02/2015 Regular Council Meeting

Executive Summary:

On June 2, 2015, the Village Council voted to introduce Ordinance No. MC-4-2015. The ordinance authorizes a new classification of liquor license which would enable the issuance of a liquor license for Starbucks to sell wine and beer.

A minor language amendment in section P.2 clarifies that beer is to be sold in single servings. There is no requirement that beer be sold in reusable glassware or plasticware.

Recommendation:

Consider adoption of Ordinance No. MC-4-2015.

Attachments:

1) Ordinance No. MC-4-2015

**AN ORDINANCE AMENDING THE WINNETKA VILLAGE CODE
TO ESTABLISH A NEW LIQUOR LICENSE CLASSIFICATION
TO PERMIT THE SALE OF WINE AND BEER BY COFFEE SHOPS**

WHEREAS, the Village of Winnetka is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970 and has the authority to exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, Chapter 5.09 of the Winnetka Village Code ("***Village Code***") regulates the sale of alcoholic beverages within the Village ("***Liquor Control Regulations***"); and

WHEREAS, the Liquor Control Regulations require, among other things, any establishment that desires to sell alcoholic beverages within the Village to first obtain a license from the Village; and

WHEREAS, Section 5.09.010 of the Village Code defines certain terms used within the Liquor Control Regulations; and

WHEREAS, Section 5.09.100 of the Village Code establishes various liquor license classifications that authorize the sale of alcoholic beverages by certain types of establishments, subject to conditions; and

WHEREAS, the Village desires to permit the sale of wine and beer by coffee shops within the Village, subject to certain conditions and restrictions; and

WHEREAS, the Village Council desires to amend: (i) Section 5.09.010 of the Village Code to define the term "coffee shop"; and (ii) Section 5.09.100 of the Village Code to establish a new liquor license classification that permits the sale of wine and beer by coffee shops within the Village, subject to certain conditions and restrictions (collectively, the "***Proposed Amendments***"); and

WHEREAS, the Village Council has determined that adoption of the Proposed Amendments as set forth in this Ordinance is in the best interest of the Village and its residents;

NOW, THEREFORE, the Council of the Village of Winnetka do ordain as follows:

SECTION 1: RECITALS. The foregoing recitals are hereby incorporated into this Section as the findings of the Village Council, as if fully set forth herein.

SECTION 2: DEFINITIONS. Section 5.09.010, titled "Definitions," of Chapter 5.09, titled "Liquor Control Regulations," of Title 5, titled "Business Licenses and Regulations," is hereby amended to read as follows:

“Section 5.09.010 Definitions.

Unless the context otherwise requires, words and phrases in this chapter shall be construed in accordance with the definitions set forth in this section.

* * *

“Coffee shop” means a place of business that: (a) is licensed under Chapter 5.24 of this code; (b) opens to the public for business each day not later than 7:00 a.m. and remains open to the public for business continuously for not less than 10 hours; (c) has a total floor area not greater than 2,500 square feet; and (d) is engaged in the primary business of the sale, over a counter located at the point of sale where customers place orders, of: (i) coffee, tea, coffee-based beverages, tea-based beverages, and other beverages prepared on the premises for consumption on or off the premises where served; and (ii) food items, including baked goods, sandwiches, and salads, primarily prepared off premises for consumption on or off the premises where served.

* * *

SECTION 3: CLASSIFICATION OF LICENSES. Section 5.09.100, titled “Classification of Licenses,” of Chapter 5.09, titled “Liquor Control Regulations,” of Title 5, titled “Business Licenses and Regulations,” is hereby amended to read as follows:

“Section 5.09.100 Classification of Licenses.

* * *

P. Class F Licenses. Class F licenses authorize the retail sale of solely wine and beer at a coffee shop, solely for consumption on the premises where sold, subject to and in accordance with the following conditions and restrictions:

1. The sale of wine and beer at any time before 5:00 p.m. and after 11:59 p.m. is prohibited.

2. Wine must be either: (a) sold and served in single-serving glassware or plasticware; or (b) sold by the bottle and consumed from single-serving glassware or plasticware. Beer must be sold and served in single servings. Packaged sales are prohibited.

3. Wine and beer must be ordered by patrons at, and sold and served over, the counter of the coffee shop at the point of sale.

4. Each and every patron who desires to consume wine (including, without limitation, a portion of wine sold by the bottle) or beer must: (a) be physically present at the counter during the point-of-sale transaction during which the wine or beer is purchased; and (b) present a form of valid photographic

identification issued by a state government or the United States government. For the purpose of this Section 5.09.100.P, “point-of-sale transaction” means each instance when a patron or group of patrons purchases food and beverages at the counter, whether or not the purchases are processed or documented as a single transaction by the coffee shop.

5. All single-serving sales must comply with the following requirements:

a. The number of servings of wine or beer sold and served during each point-of-sale transaction may not exceed the number of patrons who are physically present at the counter during the transaction and who have presented identification in accordance with Section 5.09.100.P.4 of this Code.

b. The sale and service of a serving of wine or beer to a patron or group of patrons for consumption by a patron other than the patrons who are physically present at the counter during the point-of-sale transaction and who have presented identification in accordance with Section 5.09.100.P.4 of this code is prohibited.

c. Each and every single serving of wine or beer, other than the first two servings of wine or beer, or a combination of wine and beer, sold to each patron must be accompanied by a sale of food to each patron. For the purpose of this Section 5.09.100.P, “food” means baked goods, sandwiches, salads, prepared snacks, and similar items. “Food” does not mean candy, mints, gum, and similar items.

6. All sales of bottles of wine must comply with the following requirements:

a. Each bottle of wine must be purchased for consumption by not less than two patrons.

b. The sale of more than one bottle of wine during each point-of-sale transaction is prohibited.

c. The sale of a bottle of wine for consumption, in whole or in part, by any patron or patrons who are not physically present at the counter during the point-of-sale transaction and who have not presented identification in accordance with Section 5.09.100.P.4 of this Code is prohibited.

d. Each bottle of wine sold must be accompanied by the sale of food.

a.e. All employees of a coffee shop licensed pursuant to this Section 5.09.100.P who are on duty during the hours when wine or beer may be served pursuant to the license must have completed state BASSET training.”

SECTION 4: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

PASSED this ____ day of _____, 2015, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2015.

Signed:

Village President

Countersigned:

Village Clerk

Published by authority of the President and Board of Trustees of the Village of Winnetka, Illinois, this ____ day of _____, 2015.

Introduced: June 2, 2015

Passed and Approved: _____, 2015



Agenda Item Executive Summary

Title: Resolution No. R-18-2015: Approving a Class F Liquor License for Starbucks Coffee (Adoption)

Presenter: Peter M. Friedman, Village Attorney and Patrick Kreis, Chief of Police

Agenda Date: 06/16/2015

Consent: YES NO

- | | |
|-------------------------------------|-------------------------|
| <input type="checkbox"/> | Ordinance |
| <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Bid Authorization/Award |
| <input type="checkbox"/> | Policy Direction |
| <input type="checkbox"/> | Informational Only |

Item History:

05/19/2015 Regular Council Meeting
06/02/2015 Regular Council Meeting

Executive Summary:

Ordinance No. MC-4-2015 creates a new classification of liquor license allowing for the issuance of a liquor license for Starbucks to sell wine and beer.

The attached Resolution approves and authorizes the issuance of a Class F liquor license to Starbucks Coffee, for the location at 566 Chestnut Street.

Recommendation:

Consider adoption of Resolution No. R-18-2015.

Attachments:

1) Resolution No. R-18-2015

RESOLUTION NO. R-18-2015

**A RESOLUTION
APPROVING AND AUTHORIZING A CLASS F LIQUOR LICENSE
FOR COFFEE HOUSE HOLDINGS, INC., D/B/A STARBUCKS COFFEE
(566 Chestnut Street)**

WHEREAS, the Village of Winnetka ("**Village**") is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, Coffee House Holdings, Inc., d/b/a Starbucks Coffee ("**Applicant**"), operates a coffee shop located at the property commonly known as 566 Chestnut Street in the Village ("**Coffee Shop**"); and

WHEREAS, the Applicant desires to sell wine and beer for consumption on the Coffee Shop premises; and

WHEREAS, pursuant to Chapter 5.09 of the Winnetka Village Code ("**Village Code**"), on February 23, 2015, the Applicant submitted an application to the Village for a Class F liquor license to authorize the sale of wine and beer for consumption on the Coffee Shop premises ("**Liquor License**"); and

WHEREAS, the Council of the Village of Winnetka ("**Village Council**") has determined that it is in the best interest of the Village to approve and authorize the issuance of the Liquor License to the Applicant for the Coffee Shop;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The Village Council hereby adopts the foregoing recitals as its findings, as if fully set forth herein.

SECTION 2: APPROVAL AND AUTHORIZATION OF LIQUOR LICENSE. Subject to and contingent upon the conditions set forth in Section 4 of this Resolution, the Village Council hereby approves and authorizes the issuance of the Liquor License to the Applicant for the Coffee Shop.

SECTION 3: AMENDMENT TO AUTHORIZED LIQUOR LICENSES. Pursuant to Section 5.09.030 of the Village Code, the Village Council hereby amends the Appendix to Winnetka Village Code Chapter 5.09 to read as set forth in **Exhibit A** attached to and, by this reference, made a part of this Resolution.

SECTION 4: EFFECTIVE DATE. This Resolution will be in full force and effect, and the Liquor License will be issued, only after the occurrence of all of the following conditions:

June 16, 2015

R-18-2015

A. Passage and approval of this Resolution by the Village Council according to law;
and

B. Approval of the final inspection of the Coffee Shop by the Village Chief of Police, or his designee.

ADOPTED this 16th day of June, 2015, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

EXHIBIT A

APPENDIX TO WINNETKA VILLAGE CODE CHAPTER 5.09

Appendix to Winnetka Village Code Chapter 5.09

Authorized Liquor Licenses

| Classification | Issued | Licensee |
|-----------------------|---------------|---|
| A | 3 | Kyoto Michael Little Lan's |
| A-1 | 7 | Avli Restaurant Café Aroma Chia's Restaurant Group, Inc. Taste on Chestnut Little Ricky's Mirani's O'Neil's Trifecta Grill/The 21 Club |
| A-2 | 0 | |
| A-3 | 0 | |
| A-4 | 0 | |
| A-5 | 0 | |
| B | 2 | Grand Food Center Lakeside Foods |
| C | Unlimited | Issued on an event-by-event basis |
| D | 2 | Acute Angle Wines Good Grapes |
| E | 0 | |
| E-1 | 1 | Bake 425 |
| E-2 | 2 | Winnetka Wine Shop Good Grapes |
| <u>F</u> | <u>1</u> | <u>Coffee Shop Holdings, Inc., d/b/a</u> <u>Starbucks Coffee</u> |
| P | 1 | Winnetka Park District |
| Wine Station Rider | 1 | Trifecta Grill/The 21 Club |

[Deleted language is struck through. Inserted language is underlined.]



Agenda Item Executive Summary

Title: Resolution No. R-10-2015: Fire Service Fees (Adoption)

Presenter: Alan Berkowsky, Fire Chief

Agenda Date:

06/16/2015

Consent:

YES

NO

Ordinance

Resolution

Bid Authorization/Award

Policy Direction

Informational Only

Item History:

On December 2, 2014, the Village Council adopted Resolution R-42-2014, setting the monthly amount to be charged to each of the premises in unincorporated New Trier Township that receives fire suppression and rescue services from the Village of Winnetka at Ninety Dollars and Thirteen Cents (\$90.13), pending recalculation following the close of the calendar year. Effective July 1, 2015, staff has calculated the monthly fee to be Ninety Four Dollars and Seventy Seven Cents (\$94.77) based on the current criteria.

Executive Summary:

The Village annually calculates an unincorporated fire service fee based on a formula. The unincorporated fire service fee takes into account the equalized assessed value of the area served, calls for service, and fire department expense data. This formula is designed to ensure an equitable charge for unincorporated customers.

The data needed (calls for service) to calculate the fire services fee is not available until the end of the calendar year and cannot be set prior to the fiscal year with the other annual fee changes. The fee is calculated and set in accordance with Village Code Section 13.04.120 and is for April 1 through March 31 of the following year.

The data needed to calculate the fire services fees is now available and Resolution No. R-10-2015 has been prepared for Council's consideration.

Recommendation:

Consider adoption of Resolution No. R-10-2015.

Attachments:

- 1) Resolution No. R-10-2015, a resolution establishing unincorporated fire service fees
- 2) Fire Contract Worksheet for Calendar Year 2015

**A RESOLUTION
ESTABLISHING THE FEE
FOR VILLAGE FIRE SUPPRESSION AND RESCUE SERVICES
FOR PROPERTIES IN UNINCORPORATED NEW TRIER TOWNSHIP**

WHEREAS, the Village of Winnetka (“*Village*”) is a home rule municipality in accordance with Article VII, Section 6 of the Constitution of the State of Illinois of 1970; and

WHEREAS, pursuant to Section 13.04.120.A of the Winnetka Village Code (“*Village Code*”), customers of the Village water utility whose properties are located outside of the corporate limits of the Village (collectively, “*Unincorporated Properties*”) must, as a condition of receiving water service from the Village, agree to pay an annual fee for fire suppression and rescue services performed by the Village (“*Fire Service Fee*”) from April 1 through March 31 of each year; and

WHEREAS, Section 13.04.120.B of the Village Code establishes the Fire Service Fee and authorizes the Village Council to set the Fire Service Fee based upon a formula; and

WHEREAS, the Fire Service Fee may be charged ratably over the course of each year as part of the monthly water bill sent to the owners of the Unincorporated Properties; and

WHEREAS, in accordance with the formula, the Village Council has determined that: (i) the Fire Service Fee for the period of April 1, 2015, through March 31, 2016, is \$1,137.18; (ii) this amount shall be charged to owners of the Unincorporated Properties on a monthly basis in the amount of \$94.77, beginning July 1, 2015; and (iii) no amount shall be charged to the owners of the Unincorporated Properties for fire suppression and rescue services performed by the Village during the period of April 1, 2015, through June 30, 2015 other than the amounts already charged by the Village for those services during that period; and

WHEREAS, the Village Council has determined that it is in the best interests of the Village and its residents to set the Fire Service Fee in accordance with this Resolution;

NOW, THEREFORE, be it resolved by the Council of the Village of Winnetka as follows:

SECTION 1: RECITALS. The foregoing recitals are hereby adopted as the findings of the Council of the Village of Winnetka, as if fully set forth herein.

SECTION 2: ESTABLISHMENT OF FIRE SERVICE FEE.

A. The Fire Service Fee for the period of April 1, 2015, through March 31, 2016, shall be \$1,137.18.

B. The Fire Service Fee shall be charged to owners of the Unincorporated Properties in the monthly amount of \$94.77, beginning July 1, 2015.

C. No amount shall be charged to the owners of the Unincorporated Properties for fire suppression and rescue services performed by the Village during the period of April 1, 2015, through June 30, 2015 other than the amounts already charged by the Village for those services during that period.

SECTION 3: EMERGENCY MEDICAL SERVICES EXCLUDED. The Fire Service Fee does not include the performance of emergency medical services by the Village. Owners of the Unincorporated Properties who receive emergency medical services from the Village will pay for

these services at the rates established by the Village Council pursuant to the Village's annual fee and rate resolutions.

SECTION 5: EFFECT. This Resolution supersedes Resolution R-42-2014, which is of no further force and effect.

SECTION 6: EFFECTIVE DATE. This resolution shall be in full force and effect from and after its passage and approval according to law.

ADOPTED this 16th day of June, 2015, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

Signed:

Village President

Countersigned:

Village Clerk

FIRE CONTRACT WORKSHEET FOR CALENDAR YEAR 2015 (beginning January 1, 2015)

Revised 6.2.15-JBK

The annual reimbursement for fire suppression and emergency paramedical and rescue services provided by the Village of Winnetka to the Village of Kenilworth and to certain premises located in unincorporated New Trier Township is based upon the following terms:

| | | | |
|---|---|-------------|-------------------|
| A. POPULATION (latest decennial census figures available): | | 2010 | |
| Total New Trier Township..... | | | 56,205 |
| Incorporated New Trier Township: | | | |
| | Village of Kenilworth..... | (2,513) | |
| | Village of Winnetka..... | (12,187) | |
| | New Trier Township portion of Village of Glencoe..... | (8,723) | (55,379) |
| | New Trier Township portion of Village of Wilmette..... | (27,087) | |
| | New Trier Township portion of Village of Glenview..... | (3,173) | |
| | New Trier Township portion of Village of Northfield.....+ | (1,696) | |
| Total Incorporated New Trier Township.....= | | | (55,379) |
| Unincorporated New Trier Township | | | 826 |
| Fire Service Area: | | | |
| | Village of Kenilworth..... | | 2,513 (16.19%) |
| | Village of Winnetka..... | | 12,187 (78.49%) |
| | Unincorporated New Trier Township.....+ | | 826 (5.32%) |
| Total Fire Service Area.....= | | | 15,526 |

| | | | |
|--|---|-----------------|----------------------------|
| B. EQUALIZED ASSESSED VALUATION (latest figures available): | | 2013 | |
| Total New Trier Township..... | | | \$4,151,248,889 |
| Incorporated New Trier Township: | | | |
| | Village of Kenilworth..... | \$270,976,138 | |
| | Village of Winnetka..... | \$1,224,202,737 | |
| | New Trier Township portion of Village of Glencoe..... | \$780,679,093 | |
| | New Trier Township portion of Village of Wilmette..... | \$1,554,748,443 | |
| | New Trier Township portion of Village of Glenview..... | \$102,762,341 | |
| | New Trier Township portion of Village of Northfield.....+ | \$113,067,229 | |
| Total Incorporated New Trier Township.....= | | | \$4,046,435,981 |
| Unincorporated New Trier Township | | | \$104,812,908 |
| Fire Service Area: | | | |
| | Village of Kenilworth..... | | \$270,976,138 (16.94%) |
| | Village of Winnetka..... | | \$1,224,202,737 (76.51%) |
| | Unincorporated New Trier Township.....+ | | \$104,812,908 (6.55%) |
| Total Fire Service Area.....= | | | \$1,599,991,783 |

| | | | |
|---|--|-------------|------------------|
| C. CALLS (for fire suppression and emergency paramedical and rescue services, including false, for twelve-month period January 1st through December 31st): | | 2014 | |
| Fire Service Area: | | | |
| | Village of Kenilworth..... | | 193 (8.78%) |
| | Village of Winnetka (including auto and mutual aid calls)..... | | 1,944 (88.48%) |
| | Unincorporated New Trier Township.....+ | | 60 (2.73%) |
| Total Fire Service Area.....= | | | 2,197 |

D. FIRE SERVICE AREA ANNUAL BUDGET (for fiscal year for contract term)

| |
|--------------------------------------|
| Calendar Year 2015 \$5,961,576 |
|--------------------------------------|

| | | |
|---|---------------|---------------|
| Winnetka Fire Department annual budget....including capital | | \$5,961,576 |
| Less: | | |
| Fire Prevention -- salaries & retirement <*>..... | (\$1,054,301) | |
| Fire Prevention -- services..... | (63,449) | |
| Fire Prevention -- employee insurance benefits <*>..... | (111,288) | |
| Foreign Fire Tax (2014 No longer in FD Budget) | 0 | |
| Building Improvements | (20,000) | |
| Major capital in proposed budget..... | (615,000) | |
| | ----- | |
| Total subtractions..... | | (\$1,864,038) |
| Plus: | | |
| Amortized Major Capital <***>..... | \$148,363 | |
| | ----- | |
| Total Additions..... | | \$148,363 |
| | | ----- |
| Kenilworth contract annual budget calculation | | \$4,245,901 |
| | | ===== |

<*> These figures each equal exactly 25% of total budgeted departmental expenditures for salaries, retirement and employee insurance benefits. The resulting dollar figures shown are estimates of the department's respective budgeted amounts allocated to fire prevention activities within Winnetka.

<***> This figure is the sum of:

| | | |
|-------|--|-----------------------------|
| 1993 | Public Safety Bldg Renovation Plans (Fire); \$30,000 over 30 years <i>installment #23 of 30; installments required through FY 2022/23</i> | \$1,000 |
| 1995 | Pumper Engine; \$211,000 over 20 years; <i>installment #20 of 20; installments required through FY 2014/15</i> | \$10,550 |
| 2007 | Training Tower \$290,000 over 20 years <i>installment #9 of 20; installments required through FY 2027</i> | \$14,500 |
| 1998 | Conversion of Pumper to Rescue/Pumper; \$42,000 over 17 years; <i>installment #17 of 17; installments required through FY 2014/15</i> | \$2,471 |
| 2000 | Pumper Engine; \$290,000 over 20 years; <i>installment #16 of 20; installments required through FY 2019/20</i> | \$14,500 |
| 2011 | Command Vehicle;\$60,000 over 10 years <i>installment #5 of 10; installments required through FY 2021/2022</i> | \$6,000 |
| 2015 | Pumper Engine ; \$615,000 over 20 years <i>installment #1 of 20; installments required through FY 2035</i> | \$30,750 |
| 2010 | Ladder/Quint truck; \$674,400 over 20 years <i>installment # 6 of 25;.....</i> | \$33,720 |
| 2004 | Self Contained Breathing Apparatus; \$60,000 over 14 years; <i>installment #12 of 14; installments required through FY 2019/2020</i> | \$4,143 |
| 2012 | Ambulance:\$275,000 over 12 years <i>installment #4 of 12; installments required through FY 2024/2025</i> | \$22,917 |
| 2007 | Ambulance:\$180,000 over 12 years <i>installments #9 of 12; installments required through FY 2019/2020</i> | \$15,000 |
| 2012 | Staff Vehicle;\$35,000 over 6 years; <i>installment #3 of 6; installments required through FY 2019/2020</i> | \$5,833 |
| chief | | |
| | Total amortized major capital | ----- \$148,363 ===== |

E. CREDIT FOR PAYMENTS MADE TO THE VILLAGE OF WINNETKA EXCEEDING EXPENSES (for latest available audited fiscal year):

*See table dated 2/26/2013

**Credit formula is based on 3-year average of rebates (2009-2011)

| Audit Year | Kenilworth | Winnetka | New Trier |
|----------------|--------------------|---------------------|--------------------|
| 2009/2010 | \$42,041.31 | \$225,925.87 | \$16,287.81 |
| 2010/2011 | \$21,950.31 | \$128,658.93 | \$7,876.75 |
| 2011/2012 | \$35,635.08 | \$208,870.46 | \$12,787.46 |
| Average | \$33,208.90 | \$187,818.42 | \$12,317.34 |

Total Rebate..... \$33,208.90

F. ANNUAL COST OF FIRE SUPPRESSION AND EMERGENCY PARAMEDICAL AND RESCUE SERVICES
 PROVIDED TO THE VILLAGE OF KENILWORTH:

| | | |
|--|---------------|-------|
| Village of Kenilworth population..... | 2,513 | |
| Fire Service Area population...../ | 15,526 | |
| | | ----- |
| Village of Kenilworth population as a proportion of Fire Service Area population.....= | 16.19% | |
| | | ===== |
| Village of Kenilworth equalized assessed valuation..... | \$270,976,138 | |
| Fire Service Area equalized assessed valuation...../ | 1,599,991,783 | |
| | | ----- |
| Village of Kenilworth equalized assessed valuation as a proportion of Fire Service Area equalized assessed valuation.....= | 16.94% | |
| | | ===== |
| Village of Kenilworth calls..... | 193 | |
| Fire Service Area calls...../ | 2,197 | |
| | | ----- |
| Village of Kenilworth calls as a proportion of Fire Service Area calls.....= | 8.78% | |
| | | ===== |
| Fire Service Area annual budget..... | 4,245,901 | |
| Average Village of Kenilworth proportion of Fire Service Area.....* | 13.97% | |
| | | ----- |
| Village of Kenilworth portion of Fire Service Area annual budget.....= | \$593,152.33 | |
| Village of Kenilworth Budget Rebate.....- | (33,208.90) | |
| Village of Kenilworth Joint Services Credit.....- | (40,000.00) | |
| Village of Kenilworth Credit for Shared Cost of 2015 Engine.....- | (20,000.00) | |
| | | ----- |
| Village of Kenilworth annual amount due.....= | \$499,943.43 | |
| Village of Kenilworth previous annual amount due..... | \$493,913.87 | |
| % Change | 1.22% | |
| | | ===== |

G. ANNUAL COST OF FIRE SUPPRESSION AND EMERGENCY PARAMEDICAL AND RESCUE SERVICES
 PROVIDED TO THE VILLAGE OF WINNETKA (required for computation purposes only):

| | | |
|--|-----------------|-------|
| Village of Winnetka population..... | 12,187 | |
| Fire Service Area population...../ | 15,526 | |
| | | ----- |
| Village of Winnetka population as a proportion of Fire Service Area population.....= | 78.49% | |
| | | ===== |
| Village of Winnetka equalized assessed valuation..... | \$1,224,202,737 | |
| Fire Service Area equalized assessed valuation...../ | 1,599,991,783 | |
| | | ----- |
| Village of Winnetka equalized assessed valuation as a proportion of Fire Service Area equalized assessed valuation.....= | 76.51% | |
| | | ===== |
| Village of Winnetka calls..... | 1,944 | |
| Fire Service Area calls...../ | 2,197 | |
| | | ----- |
| Village of Winnetka calls as a proportion of Fire Service Area calls.....= | 88.48% | |
| | | ===== |
| Fire Service Area annual budget..... | \$4,245,901 | |
| Average Village of Winnetka proportion of Fire Service Area.....* | 81.16% | |
| | | ----- |
| Village of Winnetka portion of Fire Service Area annual budget.....= | \$3,445,973.05 | |
| Less Village of Winnetka latest credit.....- | (187,818.42) | |
| | | ----- |
| Village of Winnetka annual amount "due".....= | \$3,258,154.63 | |
| Village of Winnetka previous annual amount "due".....= | \$3,092,263.77 | |
| % change | 5.36% | |
| | | ===== |

H. ANNUAL COST OF FIRE SUPPRESSION AND EMERGENCY PARAMEDICAL AND RESCUE SERVICES
 PROVIDED TO UNINCORPORATED NEW TRIER TOWNSHIP:

| | | |
|--|-------------------|-------|
| Unincorporated New Trier Township population..... | 826 | |
| Fire Service Area population...../ | 15,526 | |
| | ----- | |
| Unincorporated New Trier Township population as a proportion of Fire Service Area population.....= | 5.32% | |
| | ===== | |
| Unincorporated New Trier Township equalized assessed valuation | \$104,812,908 | |
| Fire Service Area equalized assessed valuation...../ | 1,599,991,783 | |
| | ----- | |
| Unincorporated New Trier Township equalized assessed valuation as a proportion of Fire Service Area equalized assessed valuation.....= | 6.55% | |
| | ===== | |
| Unincorporated New Trier Township calls..... | 60 | |
| Fire Service Area calls...../ | 2,197 | |
| | ----- | |
| Unincorporated New Trier Township calls as a proportion of Fire Service Area calls.....= | 2.73% | |
| | ===== | |
| Fire Service Area annual budget..... | \$4,245,901 | |
| Average Unincorporated New Trier Township proportion of Fire Service Area.....* | 4.87% | |
| | ----- | |
| Unincorporated New Trier Township portion of Fire Service Area annual budget ...= | \$206,775.37 | |
| Less Unincorporated New Trier Township latest credit.....- | (12,317.34) | |
| | ----- | |
| Unincorporated New Trier Township annual amount "due".....= | \$194,458.03 | |
| Unincorporated New Trier Township previous annual amount "due".....= | \$184,956.88 | |
| % change | 5.13% | |
| | ----- | |
| Number of fire contracts between Winnetka Fire Department and Unincorporated New Trier Township...../ | 171 | |
| | ----- | |
| Annual amount due per contract in Unincorporated New Trier Township.....= | \$1,137.18 | |
| | ===== | |
| | Monthly Amount \$ | 94.77 |
| | | ===== |

cc: Winnetka Village Manager
 Winnetka Fire Chief
 Winnetka Finance Director
 Kenilworth Village Manager



Agenda Item Executive Summary

Title: Resolution No. R-17-2015: Prevailing Wage Resolution (Adoption)

Presenter: Nicholas A. Mostardo, Financial Services Coordinator

Agenda Date: 06/16/2015

Consent: YES NO

- | | |
|-------------------------------------|-------------------------|
| <input type="checkbox"/> | Ordinance |
| <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Bid Authorization/Award |
| <input type="checkbox"/> | Policy Direction |
| <input type="checkbox"/> | Informational Only |

Item History:

Annual action required by Illinois Prevailing Wage Act. The previous resolution, R-19-2014, was adopted by the Village Council on June 3, 2014.

Executive Summary:

The Illinois Prevailing Wage Act, 820 ILCS 130/0.01, et seq., requires that the Village annually investigate and ascertain the generally prevailing rate of hourly wages paid to laborers, workers and mechanics engaged in the construction of public works by or on behalf of the Village.

The Act broadly defines all terms, including what constitutes “construction” and “public works.”

Under Sections 8 and 9 of the Act, the Village can adopt the prevailing rates in the amounts set by the Illinois Department of Labor during the month of June. Pursuant to those provisions, Resolution No. R-17-2015 ascertains the prevailing rate of wages for construction work in the Village of Winnetka to be the same as the rates for the Cook County area, as determined by the Illinois Department of Labor as of May, 2015.

The specific rates are attached to the Resolution as Exhibit A.

Recommendation:

Consider adopting Resolution No. R-17-2015, which establishes prevailing wage rates for the Village of Winnetka.

Attachments:

Resolution No. R-17-2015 - "A Resolution Ascertainning the Prevailing Rate of Wages for the Construction of Public Works in the Village of Winnetka"

Exhibit A - "Cook County Prevailing Wage Rates for May, 2015"

RESOLUTION NO. R-17-2015

**A RESOLUTION ASCERTAINING THE PREVAILING RATE OF WAGES
FOR THE CONSTRUCTION OF PUBLIC WORKS
IN THE VILLAGE OF WINNETKA**

WHEREAS, the State of Illinois has enacted the Prevailing Wage Act, 820 ILCS 130/0.01, *et seq.* (“**Act**”); and

WHEREAS, the Act requires the Village of Winnetka (“**Village**”) to investigate and ascertain, during the month of June of each year, the prevailing rate of wages as defined in the Act for laborers, mechanics and other workers in the Village employed in performing the construction of public works for the Village; and

WHEREAS, the Village Council has determined that it will serve and be in the best interest of the Village and its residents to adopt this Resolution;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Village of Winnetka, Cook County, Illinois, as follows:

SECTION 1: RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2: ASCERTAINMENT AND APPLICATION OF PREVAILING WAGE. To the extent required by the Act, the general prevailing rate of wages in the Village for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of the Village is hereby ascertained to be the same as the prevailing rate of wages for construction in the Cook County area as determined by the Department of Labor of the State of Illinois (“**Department**”) as of May 2015, a copy of which determination is attached to and, by this reference, made a part of this Resolution as **Exhibit A**. As required by the Act, any and all revisions of the prevailing rate of wages by the Department will supersede the Department’s May 2015 determination and apply to any and all public works construction undertaken by the Village.

SECTION 3: CONTRACTOR’S RESPONSIBILITY. Each contractor or subcontractor engaged in construction of public works for the Village to which the general prevailing rate of hourly wages are required by the Act to be paid must submit to the Village a certified payroll on a monthly basis, in accordance with Section 5 of the Act. The certified payroll must consist of a complete copy of those records required to be made and kept by the Act. The certified payroll must be accompanied by a statement signed by the contractor or subcontractor that certifies that: (A) such records are true and accurate; (B) the hourly rate paid is not less than the general prevailing rate of hourly wages required by the Act; and (C) the contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class A misdemeanor. A general contractor may rely on the certification of a lower tier subcontractor, provided that the general contractor does not knowingly rely upon a subcontractor’s false certification. Upon seven business days’ notice, the contractor and each subcontractor must make available for inspection the records required to be made and kept by the Act: (i) to the Village and its officers and agents, to the Director of the Department and his or her deputies and agents, and to all other federal, State, or local law enforcement agencies and

prosecutors; and (ii) at all reasonable hours at a location within the State.

SECTION 4: DEFINITIONS; APPLICABILITY. The definition of any term appearing in this Resolution that is also defined or used in the Act is the same as in the Act. Nothing contained in this Resolution shall be construed to apply the general prevailing rate of wages as ascertained by this Resolution to any work or employment that is not subject to the requirements of the Act.

SECTION 5: POSTING AND INSPECTION. The Village Clerk is directed to publicly post this determination or any revisions of the prevailing rate of wages in the Village Hall and shall keep a copy available for inspection by any interested party. A copy of this determination or of any revised determination of prevailing rate of wages for Cook County then in effect will be attached to all public works construction contract specifications.

SECTION 6: MAILING UPON REQUEST. The Village Clerk is directed to mail a copy of this determination to any employer, to any association of employers, and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 7: FILING. The Village Clerk is directed to promptly file a certified copy of this Resolution with both the Secretary of State Index Division of the State of Illinois and the Department.

SECTION 8: PUBLICATION. Within 30 days after filing this Resolution in accordance with Section 7 of this Resolution, the Village Clerk is directed to publish a copy of this Resolution in a newspaper of general circulation in the Village, which publication shall be deemed to constitute notice that the determination made by this Resolution is effective and is the determination of the Village.

SECTION 9: EFFECTIVE DATE. This Resolution shall be in full force and effect after its passage and approval according to law.

[SIGNATURE PAGE FOLLOWS]

ADOPTED this 16th day of June, 2015, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

Signed

Village President

Countersigned:

Village Clerk

Exhibit A

Illinois Department of Labor Prevailing Wages for Cook County
May 2015

Cook County Prevailing Wage for May 2015

(See explanation of column headings at bottom of wages)

| Trade Name | RG | TYP | C | Base | FRMAN | M-F>8 | OSA | OSH | H/W | Pensn | Vac | Trng | | |
|----------------------|----|-------|---------------|--------|--------|--------|--------|-----|-------|-------|-------|-------|-------|-------|
| ===== | == | === | = | ===== | ===== | ===== | === | === | ===== | ===== | ===== | ===== | | |
| ASBESTOS ABT-GEN | | ALL | | 38.200 | 38.700 | 1.5 | 1.5 | 2.0 | 13.78 | 10.12 | 0.000 | 0.500 | | |
| ASBESTOS ABT-MEC | | BLD | | 35.100 | 37.600 | 1.5 | 1.5 | 2.0 | 11.17 | 10.76 | 0.000 | 0.720 | | |
| BOILERMAKER | | BLD | | 45.650 | 49.760 | 2.0 | 2.0 | 2.0 | 6.970 | 17.81 | 0.000 | 0.400 | | |
| BRICK MASON | | BLD | | 42.580 | 46.840 | 1.5 | 1.5 | 2.0 | 9.850 | 13.60 | 0.000 | 1.030 | | |
| CARPENTER | | ALL | | 43.350 | 45.350 | 1.5 | 1.5 | 2.0 | 13.29 | 13.75 | 0.000 | 0.630 | | |
| CEMENT MASON | | ALL | | 43.100 | 45.100 | 2.0 | 1.5 | 2.0 | 12.70 | 13.24 | 0.000 | 0.450 | | |
| CERAMIC TILE FNSHER | | BLD | | 35.810 | 0.000 | 1.5 | 1.5 | 2.0 | 10.55 | 8.440 | 0.000 | 0.710 | | |
| COMM. ELECT. | | BLD | | 39.000 | 41.800 | 1.5 | 1.5 | 2.0 | 8.420 | 11.98 | 1.100 | 0.700 | | |
| ELECTRIC PWR EQMT OP | | ALL | | 46.100 | 51.100 | 1.5 | 1.5 | 2.0 | 10.76 | 14.87 | 0.000 | 0.460 | | |
| ELECTRIC PWR GRNDMAN | | ALL | | 35.960 | 51.100 | 1.5 | 1.5 | 2.0 | 8.390 | 11.60 | 0.000 | 0.360 | | |
| ELECTRIC PWR LINEMAN | | ALL | | 46.100 | 51.100 | 1.5 | 1.5 | 2.0 | 10.76 | 14.87 | 0.000 | 0.460 | | |
| ELECTRICIAN | | ALL | | 44.000 | 47.000 | 1.5 | 1.5 | 2.0 | 13.33 | 14.77 | 0.000 | 0.750 | | |
| ELEVATOR CONSTRUCTOR | | BLD | | 50.800 | 57.150 | 2.0 | 2.0 | 2.0 | 13.57 | 14.21 | 4.060 | 0.600 | | |
| FENCE ERECTOR | | ALL | | 35.840 | 37.840 | 1.5 | 1.5 | 2.0 | 13.01 | 11.51 | 0.000 | 0.300 | | |
| GLAZIER | | BLD | | 40.000 | 41.500 | 1.5 | 2.0 | 2.0 | 12.49 | 15.99 | 0.000 | 0.940 | | |
| HT/FROST INSULATOR | | BLD | | 48.450 | 50.950 | 1.5 | 1.5 | 2.0 | 11.47 | 12.16 | 0.000 | 0.720 | | |
| IRON WORKER | | ALL | | 43.000 | 45.000 | 2.0 | 2.0 | 2.0 | 13.45 | 20.65 | 0.000 | 0.350 | | |
| LABORER | | ALL | | 38.000 | 38.750 | 1.5 | 1.5 | 2.0 | 13.78 | 10.12 | 0.000 | 0.500 | | |
| LATHER | | ALL | | 43.350 | 45.350 | 1.5 | 1.5 | 2.0 | 13.29 | 13.75 | 0.000 | 0.630 | | |
| MACHINIST | | BLD | | 44.350 | 46.850 | 1.5 | 1.5 | 2.0 | 6.760 | 8.950 | 1.850 | 0.000 | | |
| MARBLE FINISHERS | | ALL | | 31.400 | 32.970 | 1.5 | 1.5 | 2.0 | 9.850 | 13.10 | 0.000 | 0.600 | | |
| MARBLE MASON | | BLD | | 41.780 | 45.960 | 1.5 | 1.5 | 2.0 | 9.850 | 13.42 | 0.000 | 0.760 | | |
| MATERIAL TESTER I | | ALL | | 28.000 | 0.000 | 1.5 | 1.5 | 2.0 | 13.78 | 10.12 | 0.000 | 0.500 | | |
| MATERIALS TESTER II | | ALL | | 33.000 | 0.000 | 1.5 | 1.5 | 2.0 | 13.78 | 10.12 | 0.000 | 0.500 | | |
| MILLWRIGHT | | ALL | | 43.350 | 45.350 | 1.5 | 1.5 | 2.0 | 13.29 | 13.75 | 0.000 | 0.630 | | |
| OPERATING ENGINEER | | BLD 1 | | 47.100 | 51.100 | 2.0 | 2.0 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | BLD 2 | | 45.800 | 51.100 | 2.0 | 2.0 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | BLD 3 | | 43.250 | 51.100 | 2.0 | 2.0 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | BLD 4 | | 41.500 | 51.100 | 2.0 | 2.0 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | BLD 5 | | 50.850 | 51.100 | 2.0 | 2.0 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | BLD 6 | | 48.100 | 51.100 | 2.0 | 2.0 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | BLD 7 | | 50.100 | 51.100 | 2.0 | 2.0 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | FLT 1 | | 52.450 | 52.450 | 1.5 | 1.5 | 2.0 | 16.60 | 11.05 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | FLT 2 | | 50.950 | 52.450 | 1.5 | 1.5 | 2.0 | 16.60 | 11.05 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | FLT 3 | | 45.350 | 52.450 | 1.5 | 1.5 | 2.0 | 16.60 | 11.05 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | FLT 4 | | 37.700 | 52.450 | 1.5 | 1.5 | 2.0 | 16.60 | 11.05 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | FLT 5 | | 53.950 | 52.450 | 1.5 | 1.5 | 2.0 | 16.60 | 11.05 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | FLT 6 | | 35.000 | 35.000 | 1.5 | 1.5 | 2.0 | 16.60 | 11.05 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | HWY 1 | | 45.300 | 49.300 | 1.5 | 1.5 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | HWY 2 | | 44.750 | 49.300 | 1.5 | 1.5 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | HWY 3 | | 42.700 | 49.300 | 1.5 | 1.5 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | HWY 4 | | 41.300 | 49.300 | 1.5 | 1.5 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | HWY 5 | | 40.100 | 49.300 | 1.5 | 1.5 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | HWY 6 | | 48.300 | 49.300 | 1.5 | 1.5 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| OPERATING ENGINEER | | HWY 7 | | 46.300 | 49.300 | 1.5 | 1.5 | 2.0 | 17.10 | 11.80 | 1.900 | 1.250 | | |
| ORNAMNTL IRON WORKER | | ALL | | 43.900 | 46.400 | 2.0 | 2.0 | 2.0 | 13.36 | 17.24 | 0.000 | 0.650 | | |
| PAINTER | | ALL | | 40.750 | 45.500 | 1.5 | 1.5 | 1.5 | 10.75 | 11.10 | 0.000 | 0.770 | | |
| PAINTER SIGNS | | BLD | | 33.920 | 38.090 | 1.5 | 1.5 | 1.5 | 2.600 | 2.710 | 0.000 | 0.000 | | |
| PILEDRIVER | | ALL | | 43.350 | 45.350 | 1.5 | 1.5 | 2.0 | 13.29 | 13.75 | 0.000 | 0.630 | | |
| PIPEFITTER | | BLD | | 46.000 | 49.000 | 1.5 | 1.5 | 2.0 | 9.000 | 15.85 | 0.000 | 1.780 | | |
| PLASTERER | | BLD | | 42.250 | 44.790 | 1.5 | 1.5 | 2.0 | 11.40 | 12.19 | 0.000 | 0.650 | | |
| PLUMBER | | BLD | | 46.650 | 48.650 | 1.5 | 1.5 | 2.0 | 13.18 | 11.46 | 0.000 | 0.880 | | |
| ROOFER | | BLD | | 40.100 | 43.100 | 1.5 | 1.5 | 2.0 | 8.280 | 10.54 | 0.000 | 0.530 | | |
| SHEETMETAL WORKER | | BLD | | 41.530 | 44.850 | 1.5 | 1.5 | 2.0 | 10.48 | 20.06 | 0.000 | 0.690 | | |
| SIGN HANGER | | BLD | | 31.310 | 33.810 | 1.5 | 1.5 | 2.0 | 4.850 | 3.280 | 0.000 | 0.000 | | |
| SPRINKLER FITTER | | BLD | | 49.200 | 51.200 | 1.5 | 1.5 | 2.0 | 11.75 | 9.650 | 0.000 | 0.550 | | |
| STEEL ERECTOR | | ALL | | 42.070 | 44.070 | 2.0 | 2.0 | 2.0 | 13.45 | 19.59 | 0.000 | 0.350 | | |
| STONE MASON | | BLD | | 42.580 | 46.840 | 1.5 | 1.5 | 2.0 | 9.850 | 13.60 | 0.000 | 1.030 | | |
| SURVEY WORKER | | --- | NOT IN EFFECT | | ALL | 37.000 | 37.750 | 1.5 | 1.5 | 2.0 | 12.97 | 9.930 | 0.000 | 0.500 |
| TERRAZZO FINISHER | | BLD | | 37.040 | 0.000 | 1.5 | 1.5 | 2.0 | 10.55 | 10.32 | 0.000 | 0.620 | | |
| TERRAZZO MASON | | BLD | | 40.880 | 43.880 | 1.5 | 1.5 | 2.0 | 10.55 | 11.63 | 0.000 | 0.820 | | |
| TILE MASON | | BLD | | 42.840 | 46.840 | 1.5 | 1.5 | 2.0 | 10.55 | 10.42 | 0.000 | 0.920 | | |
| TRAFFIC SAFETY WRKR | | HWY | | 32.750 | 34.350 | 1.5 | 1.5 | 2.0 | 6.550 | 6.450 | 0.000 | 0.500 | | |

| | | | | | | | | | | | | |
|--------------|---|-----|---|--------|--------|-----|-----|-----|-------|-------|-------|-------|
| TRUCK DRIVER | E | ALL | 1 | 33.850 | 34.500 | 1.5 | 1.5 | 2.0 | 8.150 | 8.500 | 0.000 | 0.150 |
| TRUCK DRIVER | E | ALL | 2 | 34.100 | 34.500 | 1.5 | 1.5 | 2.0 | 8.150 | 8.500 | 0.000 | 0.150 |
| TRUCK DRIVER | E | ALL | 3 | 34.300 | 34.500 | 1.5 | 1.5 | 2.0 | 8.150 | 8.500 | 0.000 | 0.150 |
| TRUCK DRIVER | E | ALL | 4 | 34.500 | 34.500 | 1.5 | 1.5 | 2.0 | 8.150 | 8.500 | 0.000 | 0.150 |
| TRUCK DRIVER | W | ALL | 1 | 32.550 | 33.100 | 1.5 | 1.5 | 2.0 | 6.500 | 4.350 | 0.000 | 0.000 |
| TRUCK DRIVER | W | ALL | 2 | 32.700 | 33.100 | 1.5 | 1.5 | 2.0 | 6.500 | 4.350 | 0.000 | 0.000 |
| TRUCK DRIVER | W | ALL | 3 | 32.900 | 33.100 | 1.5 | 1.5 | 2.0 | 6.500 | 4.350 | 0.000 | 0.000 |
| TRUCK DRIVER | W | ALL | 4 | 33.100 | 33.100 | 1.5 | 1.5 | 2.0 | 6.500 | 4.350 | 0.000 | 0.000 |
| TUCKPOINTER | | BLD | | 42.800 | 43.800 | 1.5 | 1.5 | 2.0 | 8.180 | 12.66 | 0.000 | 0.650 |

Legend: RG (Region)
TYP (Trade Type - All,Highway,Building,Floating,Oil & Chip,Rivers)
C (Class)
Base (Base Wage Rate)
FRMAN (Foreman Rate)
M-F>8 (OT required for any hour greater than 8 worked each day, Mon through Fri.
OSA (Overtime (OT) is required for every hour worked on Saturday)
OSH (Overtime is required for every hour worked on Sunday and Holidays)
H/W (Health & Welfare Insurance)
Pensn (Pension)
Vac (Vacation)
Trng (Training)

Explanations

COOK COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

TRUCK DRIVERS (WEST) - That part of the county West of Barrington Road.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS ELECTRICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice sound vision production and reproduction, telephone and telephone interconnect, facsimile, data apparatus, coaxial, fibre optic and wireless equipment, appliances and systems used for the transmission and reception of signals of any nature, business, domestic, commercial, education, entertainment, and residential purposes, including but not limited to, communication and telephone, electronic and sound equipment, fibre optic and data communication systems, and the performance of any task directly related to such installation or service whether at new or existing sites, such tasks to include the placing of wire and cable and electrical power conduit or other raceway work within the equipment room and pulling wire and/or cable through conduit and the installation of any incidental conduit, such that the employees covered hereby can complete any job in full.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

SURVEY WORKER - Operated survey equipment including data collectors, G.P.S. and robotic instruments, as well as conventional levels and transits.

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

TRAFFIC SAFETY

Work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST & WEST

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are

available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".



Agenda Item Executive Summary

Title: Village Hall Door Restoration Project Authorization

Presenter: Megan E. Pierce, Assistant to the Village Manager

Agenda Date: 06/16/2015

Consent: YES NO

- Ordinance
- Resolution
- Bid Authorization/Award
- Policy Direction
- Informational Only

Item History:

- Village Hall Renovation Project
- Fiscal year 2015 Budget, Public Facilities Capital Projects Fund
- February 17, 2015 Regular Council Meeting (Agenda Packet pp. 117 - 135)

Executive Summary:

The Village Hall Door Restoration Project was presented to the Village Council for budget consideration on February 17, 2015. The Public Facilities Capital Projects Fund for fiscal year 2015 contains \$150,000 for the installation of storm windows and \$40,000 for door restoration. Due to the scope and complexity of the door project that has evolved over the last year, Staff realized that additional contractors would be required and that the current budget was insufficient. Staff sought Council authorization to enter into agreements with Historic Surfaces (wood restoration), Wilmette Hardware (hardware), and Strata Contractors (removal/installation) to complete restoration of the Village Hall entry and vestibule doors (17) for a total project cost of \$85,683. The total breakdown among the three contractors presented to Council was: 1) Historic Surfaces, Wood Restoration: \$28,975; 2) Wilmette Hardware, Hardware: \$36,708; and 3) Strata Contractors, Removal/Installation: \$20,000 (not-to-exceed). Overall, Council was supportive of the project, but one resident suggested a local business that might alternately be able to perform the hardware component of the restoration work for a lesser cost. Ultimately, Council directed Staff to contact the Bellows Shoppe and determine whether they were qualified to perform the work and could perform the work at a lower cost.

Following the Council meeting, both Staff and the project architect, Mary Brush, engaged with Bellows Shoppe and sought a detailed proposal for the same scope of work that had previously been quoted by Wilmette Hardware. After multiple communications and two on-site meetings, Attachment #1 shows Bellows Shoppe's submittal. Unfortunately, Bellows Shoppe submitted a lump sum price without detailed break-out of costs, making it difficult to have a true comparison to the scope of work previously bid by Wilmette Hardware. Wilmette Hardware, as part of their detailed bid, has offered the Village \$5,923 in trade discounts. We lack a full understanding of Bellows Shoppe's qualifications to perform all the requested hardware components. Due to the very slight difference in project costs and the insufficient information received in the additional bid, both our project architect and Staff recommend proceeding with the original contractors outlined, including Wilmette Hardware (see Attachment #2). We have verified all three contractors are still available to start work this summer, and if authorized, the project will be presented to the Landmark Preservation Commission in July.

Recommendation:

Authorize the Village Manager to enter into agreements with Historic Surfaces, Wilmette Hardware, and Strata Contractors to complete restoration of the Village Hall entry and vestibule doors for a total project cost of \$85,683.

Attachments:

- Attachment #1: Bellows Shoppe Bid, received March 29, 2015
- Attachment #2: Brush Architects Memo, dated March 31, 2015
- Attachment #3: February 17, 2015 Agenda Materials

The Bellows Shoppe is pleased to bid on the Winnetka Village Hall Restoration Project. The Bellows Shoppe has been providing unsurpassed metal plating and metal restoration to the North Shore and beyond for more than 75 years.

Due to the limited time The Bellows Shoppe had to review the information that was provided, we received this information the beginning of March. The bid went out September of 2014. We will be providing a lump sum bid.

The hardware will be taken off and put on by a member of The Bellows Shoppe. The cast iron decorative appointments need restoration and missing sections will need to be recreated. The Bellows will also ensure no other areas are loose, broken or compromised. The pieces will then be glass beaded, (not sandblasted) so there will be no further damage. Pieces will then be primed and a 2-part epoxy finish, with a built in clear coat (not powder coating), will be used. This is important because powder coating on iron does not hold up to the elements.

The Bellows Shoppe will restore all the closers to the proper historic age, then apply a flat black finish. They will then be repacked and new o-rings will be installed, due to them leaking oil.

The Bellows Shoppe will provide old four closures (2 on east side elevation, 2 on west side elevation), rather than new ones, as they are no longer made. We will secure the older ones that match, refurbishing to match the existing closures.

New hardware will be provided per spec, like the four Von Duprin coach bars, the kick plates where missing and the dummy cylinder trim. *Von Duprin is only available in brushed bronze or brushed brass finish.

All existing hardware that will be staying will be cleaned, polished and coated with a 2-part epoxy, then greased with lithium.

All missing parts such as end caps on hinges and other missing parts will be cast and/or recreated to match.

The new custom wrought iron door pulls will match the southern door on the east side. There will be 2 sizes, matching existing for the north and south doors and the middle doors, which are smaller. The handles also will match but will be smaller with accommodating a key mechanism, which will be the main entry.

A new address sign in bronze with raised letters and black background will be provided.

Exclusions:

All door hinges will need to be removed by a carpenter (not included in this bid price). This is important, so that when the doors are reinstalled, they can be adjusted and hang properly.

No thresholds are being polished.

Any boring or changing the integrity of the wooden doors falls under carpentry, not part of the metal work. The Bellows Shoppe can provide a qualified carpenter, however that would be an additional cost.

Total cost: \$35,000

Any additional cost, as outlined in this proposal will be absorbed by The Bellows Shoppe.

In the event that costs are less, The Bellows Shoppe will reimburse The Village of Winnetka.



Condo in Evanston



1301 Astor Street, Chicago



Before and After of Norwood Park School, Chicago, Illinois



Before and After of Our Lady of Perpetual Help School, Glenview, Illinois

Other buildings:

Chicago Board of Trade

Northwestern University

Governor's Mansion Wisconsin

References:

Linda Krucks
920 Sunset Road
Winnetka, IL 60093
847-446-5577
847-899-5577

L. Holland
545 Oak
Winnetka, IL 60093
847-446-1681

David Schulz Architects
22W074 Irving Park Road
Medinah, IL 60157
630-302-0619 (cell)
630-762-1882 (office)

Marvin Herman & Associates
434 W. Ontario Street
Suite 400
Chicago, IL 60610
312-787-0347

Lake Forest Place
1101 Pembridge Drive
Lake Forest, IL 60045
Jim Betka
847-604-6477

A.A. Jacobs Supply
11545 183rd Place #121
Orland Park, IL 60467
Nick Hahn
708-670-0598



March 31, 2015

Ms. Megan Pierce
Winnetka Village Hall
510 Green Bay Road
Winnetka Illinois, 60093

Re: Winnetka Village Hall Door Restoration
Door bid results

Dear Ms Pierce,

Thank you for forwarding the bid from Bellows for consideration. This has been a complicated bid session, and perhaps the cost check has been a valuable exercise.

I expected to receive the bids as requested with a breakdown comparable with the previously received bids. However, Bellows provided a lump sum price of \$35,000 with insufficient detail.

AlBar/Winnetka Hardware provided a breakdown of:

- Submittal A: custom hardware \$10,795
- Submittal B: Exterior doors \$17,421
- Submittal C: Interior Doors \$8,492

In total, this is \$36,708.

Please note that this price includes a trade discount of \$5,923.

If you can put forth a recommendation with the prices being as they are, Brush Architects recommends AlBar/Winnetka Hardware on professionalism, timeliness, and an open willingness to be a team player on a complicated project.

Respectfully submitted,

A handwritten signature in black ink that reads 'Mary B. Brush'.

Mary B. Brush, AIA
Principle,
Brush Architects, LLC



Agenda Item Executive Summary

Title: Village Hall Door Restoration Project

Presenter: Megan E. Pierce, Assistant to the Village Manager

Agenda Date:

02/17/2015

Consent:

YES

NO

Ordinance

Resolution

Bid Authorization/Award

Policy Direction

Informational Only

Item History:

- Village Hall Renovation Project
- Fiscal year 2015 Budget, Public Facilities Capital Projects Fund

Executive Summary:

Winnetka's Village Hall renovation was completed in 2012. At that time, two significant items remained to be addressed as separate projects: restoration of the interior and exterior doors and installation of new storm windows. In the fiscal year 2015 budget, two items were included in the Public Facilities Capital Proejects Funds: \$150,000 for installation of storm windows and \$40,000 for door restoration. In June, 2014, the Village engaged Mary Brush, of Brush Architects, LLC, to assist with design and construction documents, as well as to oversee the bidding process for these projects.

Planning work began with the door restoration project, which includes 17 doors that have varying needs based on exposure to the elements and use. Originally, staff anticipated the project could be completed using two contractors, one experienced in historic wood restoration, and the other in hardware work, within the budget and under the Village Manager's purchasing authority. However, the process has revealed that the doors require more work and multiple experienced contractors to perform all the tasks. Due to the estimated project cost increase, we are seeking the Council's approval to proceed with the three selected contractors to complete the outlined scope of work. Staff believes other general fund capital dollars will be available to accomodate the increase in project budget.

Recommendation:

Authorize the Village Manager to enter into agreements with Historic Surfaces, Wilmette Hardware, and Strata Contractors to complete restoration of the Village Hall entry and vestibule doors for a total project cost of \$85,683.

Attachments:

- Village Hall Door Restoration Project Memo, dated February 11, 2015
- Attachment #1: Brush Architects Door Restoration Specifications & Schedule
- Attachment #2: Brush Architects Memo, dated January 28, 2015

**VILLAGE OF WINNETKA
MEMORANDUM**

TO: Robert M. Bahan, Village Manager

FROM: Megan Pierce, Assistant to the Village Manager

DATE: February 11, 2015

RE: Village Hall Door Restoration Project

Background

Winnetka's Village Hall renovation was completed in 2012. At that time, two significant items remained to be addressed as separate projects: restoration of the interior and exterior doors and installation of new storm windows. Funds have previously been budgeted for the work but there was not Staff capacity to address these projects until 2014.

Architectural Assistance

Last June, the Village engaged Mary Brush, Brush Architects, LLC, to assist with design and construction documents, as well as the bidding process, for restoration of the entry and vestibule doors and addition of storm windows. Ms. Brush is familiar with the Winnetka Village Hall, as she worked for Holabird & Root during the renovation project. She also specializes in restoration and interior/exterior historic preservation. Because she had spent time at the building and had access to prior specifications and drawings, she immediately added valuable expertise and saved time in the pre-bid process.

Project Budget

In the fiscal year 2015 budget, two items were included in the Public Facilities Capital Projects Fund: \$150,000 for installation of storm windows and \$40,000 for door restoration. Our agreement with Brush Architects is for \$19,220. To-date, the only project-related expenditure has been to Brush Architects for a cost of \$7,190.

Work To-Date

Planning work began with the door restoration project. There are 17 doors in the project scope: nine exterior doors and eight interior doors (see *Attachment #1*). The doors have varying needs, mostly based on exposure to the elements and use. The entry doors are highly exposed to outdoor conditions and have deteriorated significantly over the last several winters. Two of the east entry doors have significant cracks in the wood; the east and west entry doors are difficult to close and lock properly. Hardware on both the entry and vestibule doors is dated and also not in the original architectural style. Some hardware needs to be created, while other pieces simply

need to be repaired and restored (such as the black cast iron elements). Overall, the door restoration is intended to match the stain of the interior wood work that was performed during the renovation.

Unfortunately, the door restoration project has not proceeded on the timeline we anticipated due to difficulty securing appropriate and qualified contractors, as well as higher than budgeted cost estimates. Due to the specialized nature of the historic wood restoration and hardware work, Staff directed Brush Architects to pursue individual firms rather than formally bid the project. Ms. Brush has the field contacts and felt there was an advantage to carefully selecting those who would perform the work, especially so as to maintain the style of the interior wood working and historic character of the building. Given that our project requires expertise in the separate areas of wood finish/restoration and hardware, we believed that two firms could reasonably perform the work under the Village Manager's purchasing authority.

Over the course of a couple months, Staff and Brush Architects refined the scope of work, met with contractors on-site, and confirmed desired design details. When proposals from Historic Surfaces (finish restoration) and Wilmette Hardware (hardware repair, restoration, and replication) were received, Staff quickly realized the project would be over-budget. In collaborating with Brush Architects to review the proposals in hopes of finding cost savings, we realized a gap in the scope of work; neither contractor was committed to removing or re-installing the doors. Historic Surfaces was planning to perform the restoration work at our Public Works facility, but does not perform removal/installation. And while Wilmette Hardware does the installation of their items, they do not have staff to handle the doors. Without a third party for this critical task, the project has been on hold since approximately late October.

In the meantime, Brush Architects has tried to locate other contractors to perform the door removal/installation work. This has not been an easy task, as it is small work for a general contractor but still requires a fair amount of experience and manpower. A third contractor finally did submit a proposal in January, and therefore Staff now has all the complete cost information for the door restoration project.

Next Steps

Attachment #2 is a recent memo from Brush Architects, which includes the final proposals and cost estimates from three contractors: Historic Surfaces, Wilmette Hardware, and Strata Contractors. The memo presents a bid tabulation that breaks-out the entry vs. vestibule doors, as we considered performing the work in phases. However, given the project delay, accepting the bids for the complete package of 17 doors makes the most sense at this time. The work will still be phased, in that not all doors will be worked on at the same time; we must maintain egress to the building by scheduling certain entry and vestibule doors to be worked on simultaneously. Without making any alterations to the scope of work, the door restoration has a current cost estimate of \$85,683, as delineated on the page that follows:

- Historic Surfaces, Wood Restoration: \$28,975
- Wilmette Hardware, Hardware: \$36,708 (including \$5,923 trade discount)
 - Custom entry pulls: \$10,795
 - Exterior doors: \$17,421
 - Interior doors: \$8,492
- Strata Contractors, Removal/Installation: \$20,000 (not-to-exceed)
- TOTAL: \$85,683

The door handling proposal from Strata would be a not-to-exceed contract, and therefore, might not be as high as the estimated \$20,000 for all doors. While the estimates on the wood restoration and door handling are firm numbers, the Village does have some flexibility on the hardware proposal. Wilmette Hardware’s estimate includes some custom work to cast new “pulls” for the front entry doors, in line with what would have originally been on the building. Limiting the amount of customized work will reduce this contractor’s estimate. However, the size and spacing of the pulls means that stock hardware might not be easy to find and may still be relatively expensive.

While the project is more than double the original budget, I would suggest that we present this item to Village Council and seek their agreement to proceed. I feel that Ms. Brush has done due diligence to outline an appropriate scope of work, find qualified contractors, and negotiate costs. The more we learned about what is involved in this project leads us to believe that our original budget estimate was not sufficient. Also, if we do not proceed with these contractors, we will need to take a step back, determine a new approach, and start from scratch in a bidding process; this will take a great deal of time. All of those proposed to participate in this project have been vetted and are well qualified, and they all appreciate the historic nature of the work to be performed. If we reach agreement, work can begin on this project quickly as long as the winter weather remains mild. And, once the work on the doors has commenced, Staff and Brush Architects can begin to address the storm window installation aspect of the overall project.

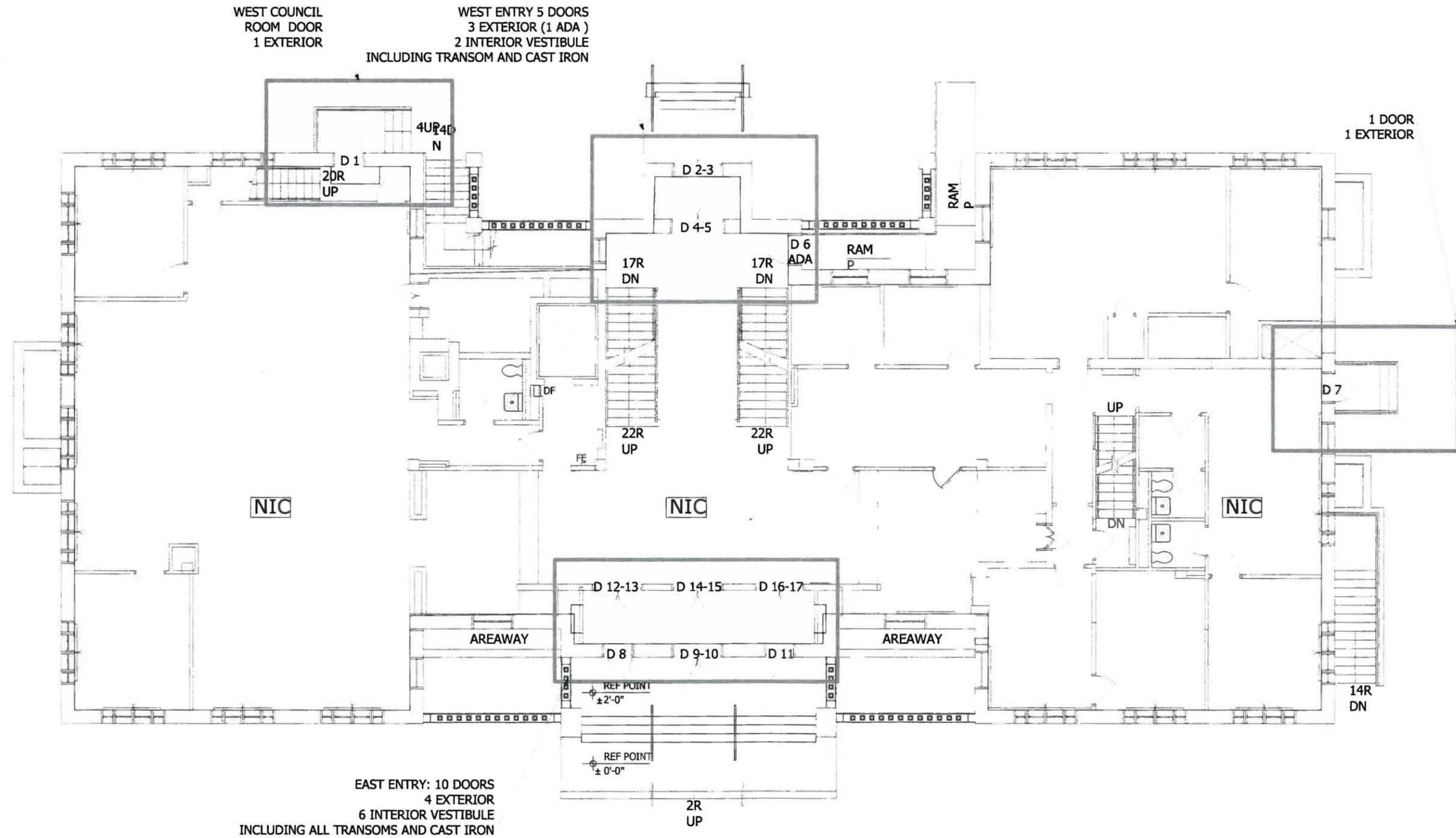
Since we do not yet have cost estimates on the storm window portion of this final renovation project, I have reviewed other potential funding sources. It appears that we may have some capital projects coming in under original budget projections—creating the capacity to perform the door work beyond its original budget. This funding is proposed to come from General Fund capital outlay accounts.

Recommendation

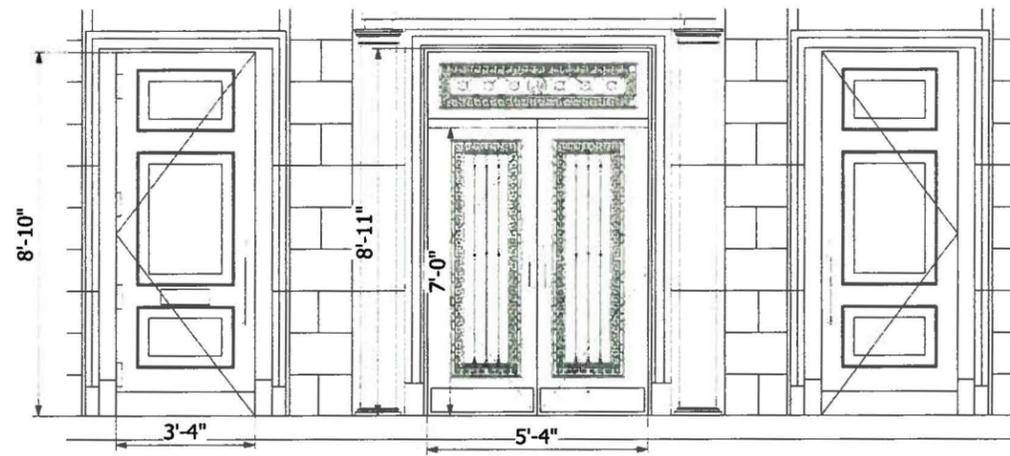
Authorize the Village Manager to enter into agreements with Historic Surfaces, Wilmette Hardware, and Strata Contractors to complete restoration of the Village Hall entry and vestibule doors for a total project cost of \$85,683.

Attachments

- *Attachment #1:* Brush Architects Door Restoration Specifications and Schedule
- *Attachment #2:* Brush Architects Memo, dated January 28, 2015



| # | DATE | NOTE |
|-----------|----------------------------------|---------------|
| # | DATE | NOTE |
| 1 | 9.9.2014 | ISSUE FOR BID |
| OWN | MBB | CHK MBB |
| P TTL 1 | WINNETKA VILLAGE HALL | |
| P TTL 2 | STORM WINDOW DESIGN | |
| P TTL 3 | EXTERIOR DOOR RESTORATION | |
| ADD 1 | WINNETKA VILLAGE HALL | |
| ADD 2 | 510 GREEN BAY ROAD | |
| ADD 3 | WINNETKA, ILLINOIS | |
| SHT TTL 1 | FIRST FLOOR PLAN | |
| SHT TTL 2 | | |
| BRUSH # | 017 WINNETKA VIL | |
| CLIENT # | | |
| SHEET # | | |



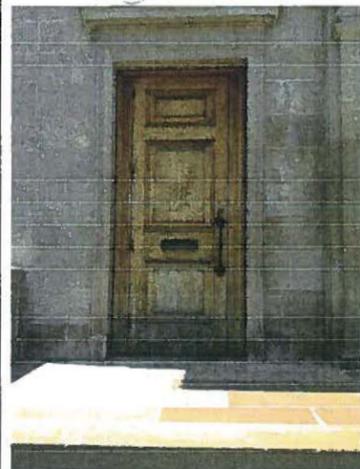
WROUGHT IRON HANDLE
RESTORE ORIGINAL AND REINSTALL
REPLICATE AND INSTALL ON D11
MODIFY (SHORTEN LENGTH) AND INSTALL ON
D-19, D10 INTEGRATED WITH PANIC AND
LOCKING HARDWARE



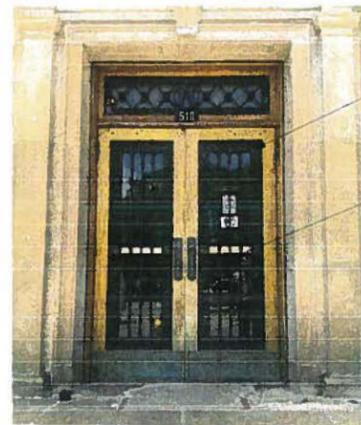
TYPICAL DETERIORATION ON
CAST IRON GRILLE.
RESTORE AND RECREATE
MISSING SECTIONS
PRIME AND COAT PER SPECS
REINSTALL



1 EAST ELEVATION DOORS D8, D9, D10, D11
1/2" = 1'-0"



2 DOOR D8
N.T.S.



3 DOORS D 9, D10
N.T.S.

RECONDITION RUSSWIN
CLOSURES (TYP)

NEW VAN DUPRIN PANIC
BARS PER SCHEDULE (TYP)



4 DOOR D 11
N.T.S.

REINSTALL MAILBOX AND
MAILSLOT
ON D8



RESTORE CAST IRON
INCLUDING REPLICATING
MISSING SECTIONS (TYP)



| # | DATE | NOTE |
|---|-----------|---------------|
| # | DATE | NOTE |
| 1 | 9.14.2014 | ISSUE FOR BID |

| | | | |
|-----|----|----|----|
| DWN | MB | OK | MB |
|-----|----|----|----|

P.TTL 1 **WINNETKA VILLAGE HALL**
P.TTL 2 **STORM WINDOW DESIGN**
P.TTL 3 **EXTERIOR DOOR RESTORATION**

ADD 1 **WINNETKA VILLAGE HALL**
ADD 2 **510 GREEN BAY ROAD**
ADD 3 **WINNETKA, ILLINOIS**

SHT TTL 1 **DOORS D8-D11**
SHT TTL 2

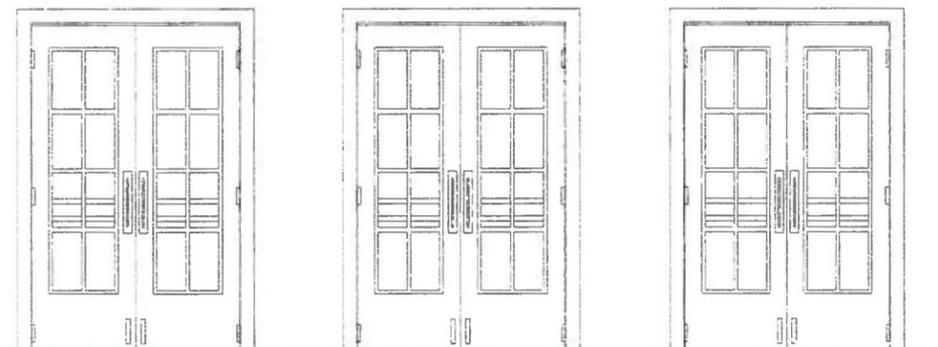
BRUSH # **017 WINNETKA VII**

CLIENT #

SHEET #

A.02

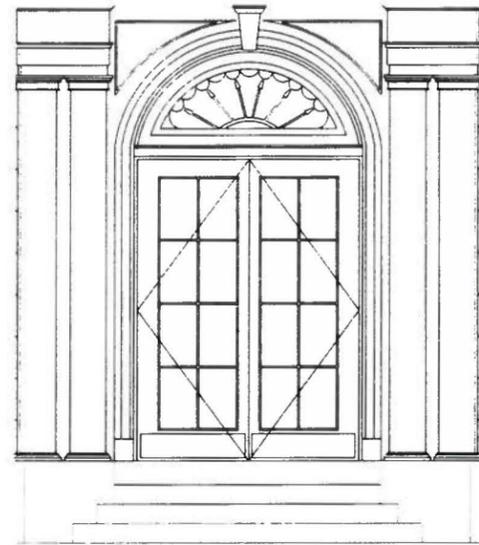
5 EAST ELEVATION VESTIBULE DOORS D12-13, D14-15, D16-17
1/2" = 1'-0"



INTERIOR OF VESTIBULE
DOORS PREVIOUSLY
RESTORED
SCOPE OF WORK INCLUDES
RESTORING EXTERIOR OF
VESTIBULE DOORS AND
CASING, PULL AND HINGE
HARDWARE
DOORS TO BE REHUNG IN
ALIGNMENT, PLUMB AND LEVEL



RESTORE ORIGINAL
HARDWARE INCLUDING PLUG
FILL OF PREVIOUS CORINGS
FROM OBSOLETE HARDWARE.



1 WEST ELEVATION DOORS D2, D3
1/2" = 1'-0"



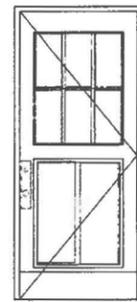
2 WEST ELEVATION DOORS D2, D3
N.T.S.



3 WEST ELEVATION DOORS D2, D3 TRANSOM GLASS, CASING, AND CAST IRON
N.T.S.



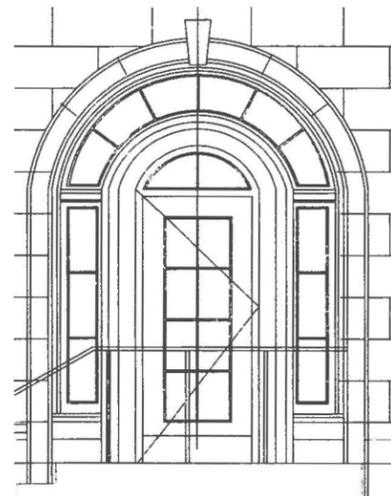
4 WEST ELEVATION VESTIBULE DOORS D4, D5
N.T.S.



5 WEST VESTIBULE DOORS NORTH ADA DOOR D6
1/2" = 1'-0"



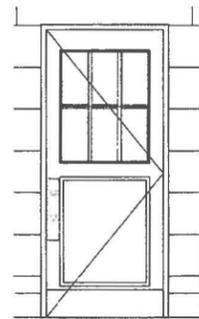
6 WEST VESTIBULE DOORS NORTH ADA DOOR D6
N.T.S.



9 WEST ELEVATION DOOR D1
1/2" = 1'-0"



10 WEST ELEVATION DOOR D1
N.T.S.



7 NORTH ELEVATION DOOR D7
1/2" = 1'-0"



8 NORTH ELEVATION DOOR D7
N.T.S.

| # | DATE | NOTE |
|---|-----------|---------------|
| # | DATE | NOTE |
| 1 | 9.14.2014 | ISSUE FOR BID |

| | | | |
|-----|-----|-----|-----|
| DWN | MBB | CHK | MBB |
|-----|-----|-----|-----|

| | |
|---------|----------------------------------|
| P TTL 1 | WINNETKA VILLAGE HALL |
| P TTL 2 | STORM WINDOW DESIGN |
| P TTL 3 | EXTERIOR DOOR RESTORATION |

| | |
|-------|------------------------------|
| ADD 1 | WINNETKA VILLAGE HALL |
| ADD 2 | 510 GREEN BAY ROAD |
| ADD 3 | WINNETKA, ILLINOIS |

| | |
|-----------|------------------------|
| SHT TTL 1 | DOOR ELEVATIONS |
| SHT TTL 2 | |

| | |
|---------|-------------------------|
| BRUSH # | 017_WINNETKA_VIL |
|---------|-------------------------|

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| CLIENT # | |
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| SHEET # | |
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Winnetka Village Hall Door Restoration Schedule

GENERAL NOTE ALL DOORS:

ALL DOORS AND RELATED WOOD CASINGS AND SURROUNDS TO BE REINSTALLED LEVEL, PLUMB, ALIGNED, AND GOOD WORKING CONDITION

ALL DOORS TO BE RESTORED AND CONSOLIDATED PER SPECIFICATIONS

ALL STAIN AND WAX (INTERIOR) AND COATINGS (EXTERIOR) ARE TO BE WEATHER AND UV STABLE

| Door # | ELEVATION | INT/EXT | MATERIAL | OPENING SIZE (VIF) | GLAZING Y/N | CAST IRON | TRANSOM Y/N | GLAZING | CAST IRON | Locking Hardware | Door Closure | Panic Bar/ Push Bar | Weather Stripping | Face Plate Hardware | REMARKS | PHOTO EXTERIOR | PHOTO INTERIOR | PHOTO DETAIL |
|--------|-------------------------|---------------------------|----------|------------------------------------|-------------------------|------------------------|-------------|---------|-----------|--|--|--|-----------------------|--|--|----------------|----------------|--------------|
| 1 | WEST | EXTERIOR SINGLE + TRANSOM | WOOD | 3'-0" X 6'-7-1/2" | YES, 8 PANELS | NO | YES | YES | NO | YES, reinstall, key to match building system | Yes, reinstall existing | Yes, panic bar. New Von Duprin to match doors 2, 3 | New Weatherstripping? | Reinstall existing or install new to match original East door hardware of doors 9, 10 | WORK INCLUDES REPAIR AND REFINISHING OF ALL EXISTING, FINISHED AND UNFINISHED WOOD TO MATCH ORIGINAL STAIN, RETAIN AND RE-PUTTY / SEAL GLAZING EXCLUDE RECENT PAINTED WOOD. SEE HARDWARE SCHEDULE. (TYP) | | | |
| 2-3 | WEST | EXTERIOR PAIR + TRANSOM | WOOD | 5'-0" X 7'-11.5'-3-1/2 X 10'-0" | YES, 8 PANELS EACH DOOR | NO | YES | YES | YES | YES, reinstall, key to match building system | Recondition 2 Russwin to match building | Yes, reinstall existing | New Weatherstripping? | Install new small wrought iron pulls to match doors 9, 10 | WORK INCLUDES REPAIR AND REFINISHING OF ALL EXISTING, FINISHED WOOD, RETAIN AND RE-PUTTY / SEAL GLAZING AND CAST IRON. | | | |
| 4-5 | WEST | INTERIOR PAIR | WOOD | 5'-0" X 7'-11.5'-0" X 7'-11.5'-0" | YES, 8 PANELS EACH DOOR | NO | NO | YES | NO | NO | Recondition 2 Russwin to match building | No | No | Refinish existing face plates and knobs | WORK INCLUDES REPAIR AND REFINISHING OF ALL EXISTING WOOD TO MATCH ORIGINAL STAIN, RETAIN AND RE-PUTTY / SEAL GLAZING (TYP) INTERIOR FACE OF DOOR AND CASING IN VESTIBULE MAY HAVE BEEN RESTORED IN 2011 - CONFIRM | | | |
| 6 | NORTH AT WEST VESTIBULE | EXTERIOR SINGLE ADA | WOOD | 3'-0" X 6'-7-1/2" | YES, 6 PANELS | NO | NO | NO | NO | YES, reinstall, key to match building system | Existing, Reinstall | No | New Weatherstripping? | reinstall existing | WORK INCLUDES ALL WOOD TO MATCH ORIGINAL STAIN, RETAIN AND RE-PUTTY / SEAL GLAZING. ADA COMPLIANCE REQUIRED SEE HARDWARE SCHEDULE. (TYP) | | | |
| 7 | NORTH | EXTERIOR SINGLE | WOOD | 3'-0" X 6'-7-1/2" | | | | | | YES, reinstall, key to match building system | Existing, reinstall | No | New Weatherstripping? | reinstall existing | WORK INCLUDES ALL WOOD TO MATCH ORIGINAL STAIN, RETAIN AND RE-PUTTY / SEAL GLAZING. ADA COMPLIANCE REQUIRED SEE HARDWARE SCHEDULE. (TYP) | | | |
| 8 | EAST | EXTERIOR SINGLE | WOOD | 3'-0" X 8'-8", 3'-11-5/8" X 8'-10" | NO | NO | NO | NO | NO | YES, reinstall, key to match building system | No | No | No | Original to be restored and used as model for exact replica door 11, and small size door 9, 10 | WORK INCLUDES ALL WOOD TO MATCH ORIGINAL STAIN. RETAIN AND USE TWISTED WROUGHT IRON PULL AS MODEL PULL FOR REPLICATION. SEE HARDWARE SCHEDULE. (TYP) REINSTALL MAILBOX EXTERIOR AND INTERIOR | | | |
| 9-10 | EAST | EXTERIOR PAIR + TRANSOM | WOOD | 6'-0" X 7'-0", 6'-11-5/8" X 8'-10" | YES, 1 PANEL EACH DOOR | YES, 1 PANEL EACH DOOR | YES | YES | YES | YES, reinstall, key to match building system | Recondition 2 Russwin to match building | Yes, panic bar. New Von Duprin to match doors 2, 3 | New Weatherstripping? | Create new small size wrought iron pulls to integrate with locking hardware, match door 8 wrought iron | WORK INCLUDES ALL WOOD TO MATCH ORIGINAL STAIN, RETAIN AND RE-PUTTY / SEAL GLAZING, RESTORE AND REPAIR CAST IRON, NEW TWISTED WROUGHT IRON PULL. SEE HARDWARE SCHEDULE. (TYP) | | | |
| 11 | EAST | EXTERIOR SINGLE | WOOD | 3'-0" X 8'-8", 3'-11-5/8" X 8'-10" | NO | NO | NO | NO | NO | YES, reinstall, key to match building system | No | No | NO | match door 8 wrought iron | WORK INCLUDES ALL WOOD TO MATCH ORIGINAL STAIN. NEW TWISTED WROUGHT IRON PULL. SEE HARDWARE SCHEDULE. (TYP) | | | |
| 12-13 | EAST | INTERIOR PAIR | WOOD | 5'-0-1/2" X 8'-0" | YES, 8 PANELS EACH DOOR | NO | NO | NO | NO | NO | Recondition existing 2 Russwin to full operability | Yes, Push Bars, reinstall | NO | restore and reinstall existing | WORK INCLUDES ALL WOOD TO MATCH ORIGINAL STAIN. REPAIR AND REINSTALL PULL HARDWARE, KICKPLATES, THRESHOLDS, AND BRASS PUSH BARS. SEE HARDWARE SCHEDULE. (TYP) INTERIOR FACE OF DOOR AND CASING IN VESTIBULE MAY HAVE BEEN RESTORED IN 2011 - CONFIRM | | | |
| 14-15 | EAST | INTERIOR PAIR | WOOD | 5'-0-1/2" X 8'-0" | YES, 8 PANELS EACH DOOR | NO | NO | NO | NO | NO | Recondition existing 2 Russwin to full operability | Yes, Push Bars, reinstall | NO | restore and reinstall existing | WORK INCLUDES ALL WOOD TO MATCH ORIGINAL STAIN. REPAIR AND REINSTALL PULL HARDWARE, KICKPLATES, THRESHOLDS, AND BRASS PUSH BARS. SEE HARDWARE SCHEDULE. (TYP) INTERIOR FACE OF DOOR AND CASING IN VESTIBULE MAY HAVE BEEN RESTORED IN 2011 - CONFIRM | | | |
| 16-17 | EAST | INTERIOR PAIR | WOOD | 5'-0-1/2" X 8'-0" | YES, 8 PANELS EACH DOOR | NO | NO | NO | NO | NO | Recondition existing 2 Russwin to full operability | Yes, Push Bars, reinstall | NO | restore and reinstall existing | WORK INCLUDES ALL WOOD TO MATCH ORIGINAL STAIN. REPAIR AND REINSTALL PULL HARDWARE, KICKPLATES, THRESHOLDS, AND BRASS PUSH BARS. SEE HARDWARE SCHEDULE. (TYP) INTERIOR FACE OF DOOR AND CASING IN VESTIBULE MAY HAVE BEEN RESTORED IN 2011 - CONFIRM | | | |

| # | DATE | NOTE |
|----|-----------|---------------|
| # | DATE | NOTE |
| #1 | 9.14.2014 | ISSUE FOR BID |

| | | | |
|-----------|----------------------------------|-----|-----|
| DWN | MBB | CHK | MBB |
| P TTL 1 | WINNETKA VILLAGE HALL | | |
| P TTL 2 | STORM WINDOW DESIGN | | |
| P TTL 3 | EXTERIOR DOOR RESTORATION | | |
| ADD 1 | WINNETKA VILLAGE HALL | | |
| ADD 2 | 510 GREEN BAY ROAD | | |
| ADD 3 | WINNETKA, ILLINOIS | | |
| SHF TTL 1 | SCHEDULE | | |
| SHF TTL 2 | | | |
| BRUSH # | 017_WINNETKA_VIL | | |
| CLIENT # | | | |
| SHEET # | | | |

ATTACHMENT #2



January 28, 2015

Ms. Megan Pierce
Winnetka Village Hall
510 Green Bay Road
Winnetka Illinois, 60093

Re: Winnetka Village Hall Door Restoration
Door bid results

Dear Ms Pierce,

The bidding process for the door restoration has been complicated in a way that we did not anticipate. We found the right contractors with the skills and professional demeanor perfect for the project with Historic Finishes and Al Bar Winnetka Hardware. What we did not anticipate was the gap between their skills for the handling, carpentry repairs and reinstallation of the doors. Once this gap was identified, we have bid, and rebid, and cajoled numerous contractors to respond with numbers for their services. I believe that of the last two promising contractors for the handling of the doors, has now been reduced to one, Strata Contracting. Benchmark has not responded to calls for the last week and a half, and I have to assume that they are no longer interested. The challenge is that it is a little 'big' project for larger General Contractors (GCs), and it is a big 'little' project for residential oriented GCs.

The following table presents each of the three contractors for the complete work scope of handling the doors and their repair, the restoration of the finishes, and the repair and replacement of the missing hardware. Per your request, this has been bid as a full work scope including the exterior doors and the vestibule doors, and then phased for a work scope of just the exterior doors, to be followed at a later time for the interior vestibule doors.



Winnetka Village Hall Door Restoration Pricing

| 17 doors, interior vestibule and exterior | | | All work in 1 contract to each sub: | | | |
|--|--------------------------|----------------------------------|---|----------|--------------|------------------------------|
| Skill | Company | Contact Name | Itemized task | | Subtotals | Total of the Ext + Int doors |
| Wood Restoration | Historic Finishes | Tony Kartsonas | all in 1 contract | \$28,975 | \$28,975 | \$28,975 |
| Hardware | Al Bar Winnetka Hardware | Ken Rades and Greg Bettenhausen | | | | |
| | | | custom pulls exterior doors | \$12,700 | | |
| | | | trade discount | -\$1,905 | \$10,795 | |
| | | | exterior (east and west and north) doors hardware | \$19,495 | | |
| | | | new bronze address numbers | \$1,000 | | |
| | | | trade | -\$3,074 | \$17,421 | |
| | | | interior (east and west) doors hardware | \$9,435 | | |
| | | | trade discount | -\$944 | \$8,492 | \$36,708 |
| Subtotal - work without GC services | | | | | | \$65,683 |
| GC services for door handling, reinstallation | | | | | | |
| | Cavalier | | | \$60,000 | no way | |
| | Strata | Jay Voss | 9 exterior doors | \$15,000 | | |
| | | all options hourly not to exceed | 8 interior doors | \$5,000 | \$20,000 | \$20,000 |
| | Benchmark | | no longer responsive | | \$19,800 | |
| | | | | | TOTAL | \$85,683 |



The bids are all attached to this correspondence.

Within the bids, as you will see are additional options for consideration. Winnetka Hardware has presented 3 options, itemizing the whole work, the exterior only, and the interior only. Within each, there is an option for the development of the new door pull handles to be a separate bidding package.

Strata construction has offered an hourly not to exceed for the whole project at \$20,000, and has agreed to a breakdown of \$15,000 for the exterior only, and \$5,000 for the interior only.

Historic Finishes has provided their numbers also as requested, and requested a small add if the phases are separated just for the more complicated implications on staffing.

We are very enthusiastic about this project, and would like to see it move forward. Please let us know when it is possible to meet in person to discuss the project.

Respectfully submitted,

A handwritten signature in black ink that reads 'Mary Brush' in a cursive script.

Mary B. Brush, AIA
Principle,
Brush Architects, LLC

December 29, 2014

HISTORICSURFACES

4121 NORTH TROY STREET
COACH HOUSE
CHICAGO, ILLINOIS 60618

773-539-1938

WWW.HISTORICSURFACES.COM

Mary Brush
Brush Architects
4200 N. Francisco
Chicago, IL 60618

Tel 312-925-3070

RE: Winnetka Village Hall - Winnetka, IL. / Wood Door Finish Restoration Proposal

Dear Mary,

I would like to thank you for allowing Historic Surfaces to provide you with a proposal for the restoration and refinishing of the wood doors at Winnetka Village Hall. Pricing is based on the Exterior Door Restoration drawings and specifications dated 9/14/14 from Brush Architects LLC. My work will include the following:

Door #1 – Strip and refinish exterior side to match historic doors

Doors #2 & #3 - Strip and refinish both door sides

Doors #4 & #5 – Strip and refinish exterior side. Interior side will have coating removed, stain will be preserved and re-varnished.

Door #6 – Strip and refinish exterior side and varnish interior side to match

Door #7 – Strip and refinish exterior side. Prep, repair and paint exterior side of door frame

Door #8 – Strip, consolidate and repair door bottoms, and refinish exterior side. Interior side will have coating removed, stain will be preserved and re-varnished.

Doors #9 & #10 - Strip, consolidate and repair door bottoms, and refinish exterior side. Interior side will have coating removed, stain will be preserved and varnished.

Door #11 - Strip, consolidate and repair door bottoms, and refinish exterior side. Interior side will have coating removed, stain will be preserved and re-varnished.

Doors #12 & 13 – Strip and refinish exterior side. Interior side will have coating removed, stain will be preserved and re-varnished.

Doors #14 & 15 – Strip and refinish exterior side. Interior side will have coating removed, stain will be preserved and re-varnished.

Doors #16 & 17 – Strip and refinish exterior side. Interior side will have coating removed, stain will be preserved and re-varnished.

The price to complete the wood finish restoration of the doors as listed above is **\$28,975**. If the work is to be broken up into phases for exterior and interior doors the prices would be **\$20,325** for the exterior (#s 1-3 & 6-11) and **\$9,850** for the interior (#s 4-5 & 12-17).

Both sides of each door, door surrounds, transoms, and trim of all the doors listed above will be restored/refinished except where noted. This includes the stripping of the existing finish or removal of the existing coating to preserve the original stain color as completed during the interior restoration. Surface prep will include sanding and filling. Small voids will be filled with wood putty while unstable wood and large fills will be completed with wood epoxy. For the east exterior doors (#8-11) the damaged veneer on the door bottoms will be repaired or replaced. All bottom edges of exterior doors will be sealed with wood consolidant/epoxy. Doors that are refinished will be stained to match the historic doors and application of three coats of varnish on exterior faces and two coats elsewhere. The painted door frame of Door #7 will be repaired with larger voids filled with wood epoxy, prepped, primed and two coats of paint to match window color.

Pricing includes all labor, materials, and insurance, but does not include any hazardous waste removal. Doors are to be removed by others and brought to facilities provided by the Village of Winnetka for refinishing. Once refinishing is complete doors are to be delivered back to Village Hall and installed by others. Other exclusions include removal or installation of hardware, glass repair or replacement, work on the metal ornament or hardware or any work outside of the areas listed above.

A signed contract and payment of 20% (\$5,795) is due prior to commencement. Other installments will be billed monthly based on the percentage complete and payments will be due within 21 days.

If you should have any questions or need further clarifications, please feel free to contact me. If this proposal should meet with your approval, please sign below and return it to the address listed. Thank you again for your consideration and I look forward to being of assistance.

Sincerely,

Approved By,

Anthony Kartsonas

Name/Title

Date



Al Bar Wilmette
P L A T E R S

Friday, January 9, 2015

Brush Architects, LLC
Mary Brush
4200 N Francisco
Chicago, IL 60618

RE: hardware replication & restoration

Dear Mary,

I have attached 3 estimates for your review that relate to the restoration work on the Winnetka Village Hall:

- A. Exterior handle mold, casting (lost wax), and finishing
- B. Exterior hardware restoration, repair and new replacement hardware
- C. Interior hardware (inner doors) restoration & repair

Each estimate contains all hardware and service work to perform the restoration required on your scope of work. It may make sense to begin the 'A' portion of work because of the extended lead time associated with this portion.

Please do not hesitate to contact me with any questions and thank you for trusting us with your business.

Sincerely,

Gregory E. Bettenhausen, M.B.A.
President

Village of Winnetka Hardware repair, restoration and replication

| | |
|---|--------|
| custom new pulls for front and rear entry | |
| mold - latex backed w/alum | 2,500 |
| casting and finishing pulls | 10,200 |

cast in solid bronze w/dark finish
use bronze so material will not rust over time with use

| | |
|-----------------------|--------|
| Total Hardware Budget | 12,700 |
|-----------------------|--------|

| | |
|---|----------------|
| <i>designer / architect to the trade discount / pmnt by check</i> | <i>(1,905)</i> |
|---|----------------|

| | |
|--------------|---------------|
| TOTAL | 10,795 |
|--------------|---------------|

127 Green Bay Road - Wilmette Illinois 60091 - 847-251-1218



W I L M E T T E H A R D W A R E

Village of Winnetka Hardware repair, restoration and replication

front entry / exterior restoration // **exterior doors only** 19,495

all exterior doors in scope - east entry / west entry & small ext doors

restore all closers - repack & respring - finish iron & matte clear coat
provide 2 new vonduprin traditional style crash bars
provide 2 new 'old' closers
dummy cylinder trim

new kickplates on east elevation & west elevation
(slightly wider to cover damage in wood veneer)

clean all hardware, kickplates, hinges
provide new bottom pcs for hinges (caps)
re-grease hinges - wh lithium

repair greek key detailing on frame / transom on front elevation
powder coat grilles black

coordinate 2 - 3 rounds of hardware with installer & restoration team

temp door hardware to be existing crash bars
rush hinges for doors in 48 hours for re-hanging doors
all new fasteners for all hardware

allowance for bronze address number sign for front stone 1,000

Total Hardware Budget 20,495

designer / architect to the trade discount / pmnt by check (3,074)

| | |
|--------------|---------------|
| TOTAL | 17,421 |
|--------------|---------------|



127 Green Bay Road - Wilmette Illinois 60091 - 847-251-1218

W I L M E T T E H A R D W A R E

Village of Winnetka Hardware repair, restoration and replication

"interior" entry restoration - interior doors - C 9,435

restore all closers - repack & respring - finish iron & matte clear coat
provide 2 new 'old' closers
dummy cylinder trim

clean all hardware, kickplates, hinges
provide new bottom pcs for hinges (caps)
re-grease hinges - wh lithium

coordinate 2 - 3 rounds of hardware with installer & restoration team
all new fasteners for all hardware

Total Hardware Budget 9,435

designer / architect to the trade discount / pmnt by check (944)

| | |
|--------------|--------------|
| TOTAL | 8,492 |
|--------------|--------------|



127 Green Bay Road - Wilmette Illinois 60091 - 847-251-1218

W I L M E T T E H A R D W A R E

January 22, 2015

Megan Pierce
 Village of Winnetka
 510 Green Bay Road
 Winnetka, IL 60093

Dear Megan,

Thank you for the invitation to bid your Door Replacement Project at Winnetka Village Hall, 510 Green Bay Road, Winnetka IL. After our review of drawings and specifications by Brush Architects dated September 9, 2014 Strata Contractors Ltd. proposes the following:

SCOPE OF WORK

- Remove and reinstall nine (9) existing exterior doors after restoration by others
- Remove and reinstall eight (8) interior doors after restoration by others
- The removal of existing doors, phased per Owner approval - and reinstallation to full operability, alignment, and aesthetic standards of restoration
- Installation of new weather stripping on exterior doors
- Replace door and transom openings with temporary door or board up - dependent upon location and code compliant egress requirements.
- Reinstall doors in restored, operable condition in level alignment
- Consolidate wood components within condition for salvage.
- Replace missing or damaged trim determined to be beyond repair / consolidation. (See last item in Clarifications and Exclusions below)

CLARIFICATIONS AND EXCLUSIONS

- Permits and fees, if necessary, by others
- Price assumes normal conditions
- Unless otherwise provided herein, Customer will identify, remove and dispose of any substance that is controlled or regulated by any law, statute, ordinance or regulation or any substance designated as a hazardous waste or hazardous substance under the Resource Conservation and Recovery Act (RCRA) or the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) or both.
- Customer or Others to identify and perform the disconnection and/or relocation of all piping, electrical circuits and communication circuits as necessary to complete the work described in this Agreement.
- Site security fencing surrounding the perimeter of the work site(s) by Customer or Others.
- Customer or Others to identify any measures necessary to assure the stability and structural integrity of adjacent structures designated to remain.
- Customer or Others to design, provide, erect and/or install all devices, structures and/or measures necessary to maintain adjacent structures, including but not limited to common or party walls, in a safe, structurally sound and sufficiently weatherproof condition.
- This proposal specifically excludes the following: asbestos abatement, lead paint abatement, concrete removal
- All work performed by qualified union installers.
- All work performed during regular business hours.
- All non-hazmat debris disposed of in accordance with applicable regulations

General Contractor Lic: GC041113B
 Masonry Lic: MC5923

Page 1 of 3

STRATA
 CONTRACTORS LTD

Office 773.348.8900
 Fax 773.348.8978
 info@stratacontractors.com

5256 N Damen Ave
 Chicago IL 60625



- No other work is included other than what is stated above unless by Change Order signed by authorized Customer representative.
- Procurement of new trim to replace damaged (if necessary) shall be negotiated as a Change Order.

Strata will complete the nine (9) Exterior Doors work as described above in a timely and professional manner for a price Guaranteed Not to Exceed \$15,000.00 (Fifteen Thousand Dollars).

Strata will complete the eight (8) Interior Doors work as described above in a timely and professional manner for a price Guaranteed Not to Exceed \$5,000.00 (Five Thousand Dollars).

If you have any questions please call me at (312)296-8163. Again thank you for the opportunity to offer our construction services. Please see following page for acceptance of this proposal.

General Contractor Lic: GC041113B
Masonry Lic: MC5923

Page 2 of 3

STRATA
CONTRACTORS LTD

Office 773.348.8900
Fax 773.348.8978
info@stratacontractors.com

5256 N Damen Ave
Chicago IL 60625



The pricing in this proposal is valid for 30 days.

Payment schedule: Determined at time of contract.

Payment Terms: Net 30 days; 1.5%/month finance charge for late payments.

Please sign below to indicate acceptance of this proposal.

Date: January 22, 2015

Date:

Name & Title: Jay Voss

Name & Title:

For: Strata Contractors Ltd.

For:

Signature:



Signature:

General Contractor Lic: GC041113B
Masonry Lic: MC5923

Page 3 of 3

STRATA
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Fax 773.348.8978
info@stratacontractors.com

5256 N Damen Ave
Chicago IL 60625





Agenda Item Executive Summary

Title: Stormwater Monthly Summary Report

Presenter: Steven M. Saunders, Director of Public Works/Village Engineer

Agenda Date: 06/16/2015

Consent: YES NO

Ordinance
 Resolution
 Bid Authorization/Award
 Policy Direction
 Informational Only

Item History:

Monthly Report

Executive Summary:

The Village Council has placed a standing item in its regular meeting agenda for updates on the Village's progress towards providing relief from stormwater and sewer flooding. This monthly report brings together status, cost, and schedule information, for each separate stormwater project, in one place. The report consists of three documents, explained below:

Project Summary Report (Attachment #1)

This report provides a brief outline and summary of each major stormwater project currently being undertaken by the Village.

Program Budget (Attachment #2)

This report provides financial information for the stormwater and sanitary sewer improvement programs.

Program Organization Chart (Attachment #3)

This document presents a one-page "snapshot" view of the status of each project, and how each project fits into the overall stormwater and sanitary sewer management program.

Recommendation:

Informational Report

Attachments:

1. Project Summary Report
2. Program Budget
3. Program Organization Chart

Agenda Report

Subject: Stormwater Update – June 2015

Prepared By: Steven M. Saunders, Director of Public Works/Village Engineer

Date: June 9, 2015

Active Projects

NW Winnetka (Greenwood/Forest Glen)

Activity Summary The construction contract was awarded to A Lamp, in the amount of \$6,117,230, on November 6, 2014. Storm sewer construction started in March, and storm sewer and pavement construction on Tower Road between Greenwood and Hibbard are nearly complete. A Lamp has completed all necessary utility adjustments and is proceeding with storm sewer construction on the west end of Tower Road. On (date), the Village Council awarded a construction contract to Kovilic Construction Company for \$342,800 for restoration and erosion control on the east side of the Forest Preserve pond south of Tower Road, work that was required by the Forest Preserve as a condition of receiving approval to improve the stormwater discharge to their pond.

Budget Summary The total net cost estimate for the project, including engineering and pond restoration, is now \$4,822,640. The Village has expended \$279,424 on design and construction engineering, and \$1,103,883 on construction to date. The Metropolitan Water Reclamation District (MWRD) is funding \$2,000,000 of this project.

The original October 2011 estimate for this project was \$2,880,887. In 2012, the project was expanded to include additional storm sewer serving the Forest Glen area, and to include relocation of underground utilities, which was previously carried as a separate line item. The Forest Glen addition (\$685,000) and the utility relocation (\$591,000), plus additional engineering for those items (\$110,000) raised the estimated project cost to \$4,266,924. During final design of the project, it was decided to completely re-pave the streets affected by the work, rather than to patch the disturbed pavement. In addition, the Forest Preserve District of Cook County required that the Village add to the project erosion control, native vegetation restoration, and regrading along the east bank of the existing Forest Preserve pond south of Tower Road. Also, given the magnitude of this construction project, the Village opted to contractually retain field engineering and management services.

Finally, the Village applied for project funding through the MWRD's Phase II Stormwater program, receiving a funding commitment of \$2 million. These additions and the offsetting MWRD funding, plus an increase in construction labor and material prices since the original 2011 estimate was completed, yield a current overall net project estimated cost of \$4,822,640.

6-Month Look Ahead The project team will:

1. Complete the project

Willow Road Stormwater Tunnel and Area Drainage Improvements (STADI)

Activity Summary In June, 2014, the Council authorized MWH to proceed with preliminary engineering to complete 30% drawings, perform additional water-quality sampling and analysis, complete preliminary design for the outlet structure at Lake Michigan, and develop an updated, more detailed cost estimate. MWH was also authorized to develop a stormwater quality management and treatment plan, and to prepare draft permit applications for the required joint permit for the project. Soil borings and survey work have been completed, and water quality samplers and flow meters were used to collect wet weather samples for analysis. Several wet-weather and dry-weather samples were collected and are being analyzed. MWH presented Project Review Point #2 anticipated on April 28, 2015. The project was further discussed on May 12, 2015. In light of significant increases in the estimated project cost, from \$34.4 million to \$58.5 million, the Village Council awarded a \$122,004 contract to V3 Companies to complete an independent cost evaluation and a value engineering review of the project. In order to more fully assess the feasibility of the project to meet regulatory requirements, the Council also authorized MWH to meet with stakeholder organizations such as the Alliance for the Great Lakes and the Natural Resources Defense Council, complete and submit permit applications to the necessary regulatory agencies, and report back to the Council on review progress.

Budget Summary The Village Council has authorized \$2,145,218 for engineering on this project, and the Village has expended \$844,998 to date. The total estimated project cost is now \$58,473,467. The Village has also authorized an additional \$122,004 for cost estimate review and value engineering services.

6-Month Look Ahead The project team will:

1. Complete the cost estimate review
2. Complete the value engineering process
3. Meet with stakeholder organizations
4. Submit permit applications
5. Meet with regulatory agencies
6. Report back to the Village Council

Sanitary Sewer Evaluation

Activity Summary The Village has awarded contracts for sewer lining and manhole lining to address sanitary sewer deficiencies identified during the evaluation. Construction is underway.

Budget Summary The Village has expended \$300,814.

6-Month Look Ahead The project team will:

1. Complete lining and manhole repair improvements
2. Complete design of remaining public system improvements

Public Outreach

Activity Summary Staff continues to provide E-Winnetka and website updates on the multiple projects in the stormwater management program.

Budget Summary There is no separate budget associated with this activity.

6-Month Look Ahead The project team will continue to update the website. Additional outreach and engagement activities are associated with the Northwest Winnetka and Willow Road projects as these projects progress. The Village Council will be discussing potential additional outreach and engagement activities this summer.

Ravine/Sheridan Road Improvements

Activity Summary IDOT is planning pavement and drainage improvements for the area. The project is scheduled for construction in late 2015.

Budget Summary This project is funded in its entirety by IDOT.

6-Month Look Ahead The project team will:

1. Monitor IDOT activities
2. Update the Council as needed

Ash Street Pump Station

Activity Summary CBBEL completed plans and specifications for the station, including pump and electrical equipment replacement. Staff also reviewed the project scope as part of the FY 14 budget. The Council awarded the design-build contract, and the project team is proceeding with submittals and equipment purchase. Pumps, electrical equipment, and controls have been ordered and delivery is anticipated the last week of May. Construction of underground electric service has started, and the balance of the construction will be completed in June and July.

Budget Summary This project is budgeted within the Stormwater Fund Capital Budget at \$260,000.

6-Month Look Ahead The project team will:

1. Construct the project

Completed Projects

Stormwater Master Plan (SMP)

The Council adopted the plan at its April 17, 2014 meeting. The Village expended \$100,932 on this project.

Spruce Outlet (Lloyd)

The project is complete and operational and the Village expended \$296,299.

Spruce Outlet (Tower)

The project is complete and operational. The Village expended \$1,269,716.

Winnetka Avenue Pump Station

Construction of the Pump Station is complete and the station is operational and the Village expended \$1,071,706.

Stormwater Utility Implementation

The utility was implemented effective July 1 and the project team is responding to resident inquiries as needed. MFSG's contract for staffing the customer support line ended, and Public Works staff has taken the lead in phone and email communications. The Village has expended \$179,516.

A summary budget document showing planned and actual expenditures, and an organization showing all of the planned, ongoing, and completed projects, are attached.

Recommendation:

Informational report only.

Attachments:

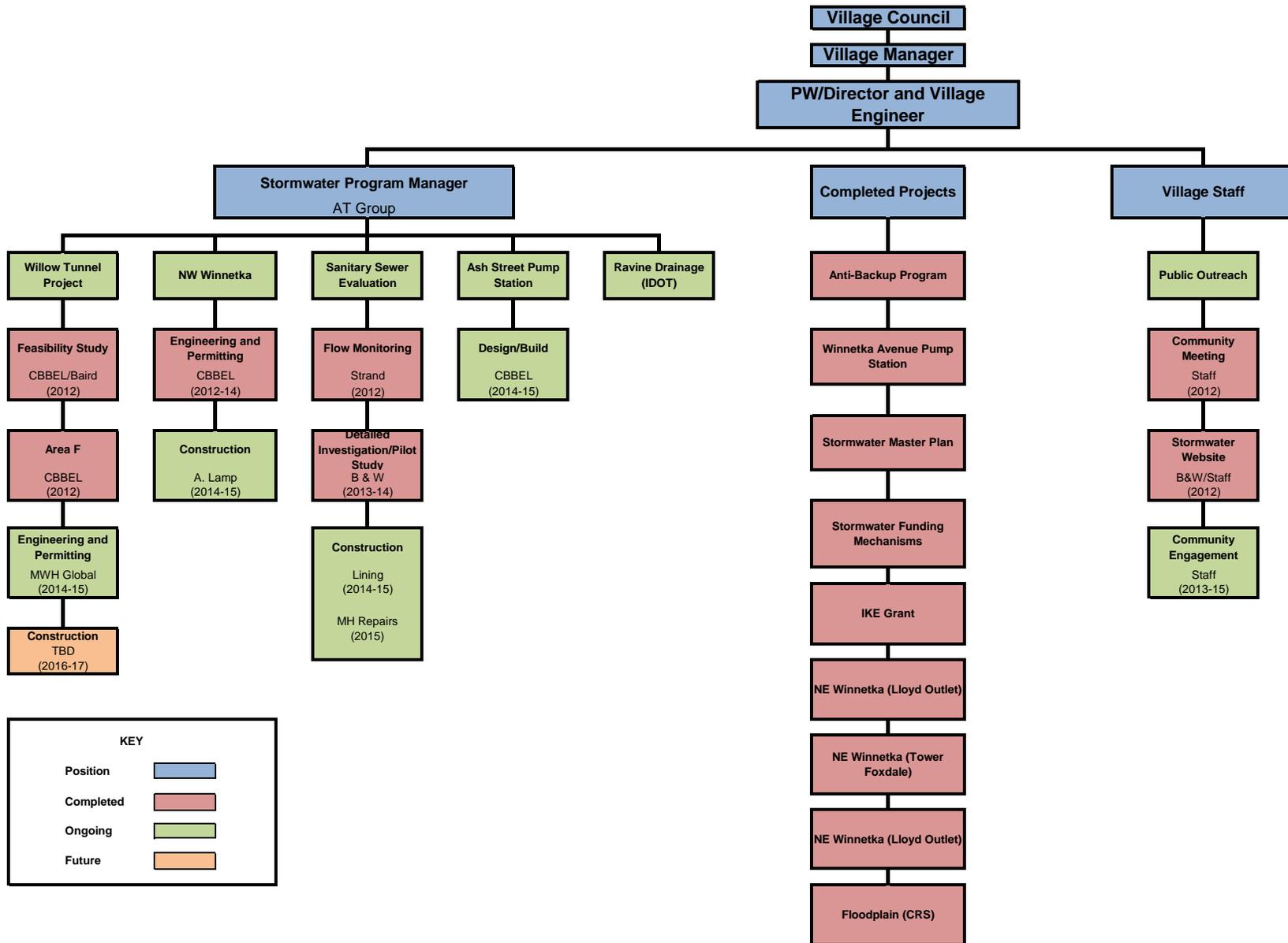
1. Program Budget
2. Program Organization Chart

Village of Winnetka
Stormwater Management Program Budget

| Project | Initial Estimated Project Costs (2011) | Estimated Program Costs August 2013 | Current Estimated Project Costs | Council Authorized | Spent | Comments |
|--|--|-------------------------------------|---------------------------------|---------------------|---------------------|--|
| Stormwater Fund | | | | | | |
| 58.75.640.601 | | | | | | |
| Winnetka Ave. pump station | \$ 750,000 | \$ 1,002,300 | \$ 1,071,706 | \$ 1,073,581 | \$ 1,071,706 | Complete. Initial cost estimate \$750k from 2009 study. |
| Design Engineering | | | \$ 29,300 | \$ 29,300 | \$ 29,300 | |
| Construction | | | \$ 1,019,781 | \$ 1,019,781 | \$ 1,019,781 | |
| Construction Observation/Engineering | | | \$ 24,500 | \$ 24,500 | \$ 22,625 | |
| Tower Road/Foxdale | \$ 1,394,244 | \$ 1,162,853 | \$ 1,269,716 | \$ 1,269,716 | \$ 1,269,716 | Complete |
| Design Engineering | | | \$ 111,429 | \$ 111,429 | \$ 111,429 | |
| Construction | | | \$ 1,158,287 | \$ 1,158,287 | \$ 1,158,287 | |
| Construction Observation/Engineering | | | \$ - | \$ - | \$ - | Performed In-house |
| Lloyd Park/Spruce Street | \$ 475,510 | \$ 398,786 | \$ 296,299 | \$ 296,299 | \$ 296,299 | Complete |
| Design Engineering | | | \$ 37,143 | \$ 37,143 | \$ 37,143 | |
| Construction | | | \$ 259,156 | \$ 259,156 | \$ 259,156 | |
| Construction Observation/Engineering | | | \$ - | \$ - | \$ - | Performed In-house |
| Stormwater rate study | \$ 50,000 | \$ 161,866 | \$ 179,516 | \$ 179,516 | \$ 179,516 | Complete - includes customer support services |
| Utility Feasibility Study | | | \$ 77,500 | \$ 77,500 | \$ 77,500 | |
| Utility Implementation Assistance | | | \$ 102,016 | \$ 102,016 | \$ 102,016 | |
| Stormwater master plan | \$ 50,000 | \$ 101,220 | \$ 100,932 | \$ 100,932 | \$ 100,932 | Complete |
| NW Winnetka Greenwood/Forest Glen | \$ 2,880,887 | \$ 4,266,924 | \$ 4,822,640 | \$ 4,822,640 | \$ 1,383,307 | Added Forest Glen area, FPD pond restoration, and complete roadway reconstruction to project. |
| Design Engineering | | | \$ 226,874 | \$ 226,874 | \$ 226,874 | Complete |
| Sewer Construction | | | \$ 6,117,230 | \$ 6,117,230 | \$ 1,103,883 | Payments to date |
| Pond Engineering | | | \$ 19,686 | \$ 19,686 | \$ 19,686 | Additional design required for FPD pond work |
| Pond Construction | | | \$ 342,800 | \$ 342,800 | \$ - | Contract awarded May 19 |
| Construction Observation/Engineering | | | \$ 116,050 | \$ 116,050 | \$ 32,864 | Payments to date |
| MWRD Phase II Stormwater Funding | | | \$ (2,000,000) | \$ (2,000,000) | \$ - | Reimbursement from MWRD |
| Willow Rd STADI | \$ 32,498,697 | \$ 34,369,048 | \$ 58,473,467 | \$ 2,182,968 | \$ 882,703 | April 2015 MWH cost estimate for project |
| Feasibility Study | | | \$ 37,750 | \$ 37,750 | \$ 37,705 | Complete |
| Permitting and Design | | | \$ 2,829,245 | \$ 2,145,218 | \$ 844,998 | MWH Global \$2,094,318; purchase of sampling equipment \$50,900 |
| Construction | | | \$ 52,426,000 | \$ - | \$ - | |
| Construction Observation/Engineering | | | \$ 2,359,104 | \$ - | \$ - | |
| Materials Testing | | | \$ 35,000 | \$ - | \$ - | |
| Project Management | | | \$ 786,368 | \$ - | \$ - | |
| STADI Cost Evaluation and Value Engineering | \$ - | \$ - | \$ 122,004 | \$ 122,004 | \$ - | Contract awarded June 2, 2015 |
| Total Stormwater Program Costs | \$ 38,099,338 | \$ 41,462,997 | \$ 66,214,276 | \$ 9,925,652 | \$ 5,184,179 | |
| Sanitary Sewer Fund | | | | | | |
| 54.70.640.201 | | | | | | |
| Sanitary Sewer Studies/Engineering | \$ 150,000 | \$ 150,000 | \$ 187,247 | \$ 187,247 | \$ 184,008 | Complete. Includes initial system evaluation, smoke and dyed-water testing, and engineering |
| System I & I repairs | \$ 1,000,000 | \$ 1,000,000 | \$ 960,000 | \$ 443,135 | \$ 116,806 | Council awarded manhole and sewer lining contracts in 2014, construction underway |
| Total Sanitary Sewer Costs | \$ 1,150,000 | \$ 1,150,000 | \$ 1,147,247 | \$ 630,382 | \$ 300,814 | |



Village of Winnetka
 Stormwater Management Program
 Organizational Chart



| KEY | |
|-----------|---|
| Position | |
| Completed | |
| Ongoing | |
| Future | |



Agenda Item Executive Summary

Title: 693 Sheridan Road, Zoning Variation: Policy Direction

Presenter: Michael D'Onofrio, Director of Community Development

Agenda Date: 06/16/2015

Consent: YES NO

| | |
|-------------------------------------|-------------------------|
| <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Bid Authorization/Award |
| <input checked="" type="checkbox"/> | Policy Direction |
| <input type="checkbox"/> | Informational Only |

Item History:

None

Executive Summary:

The petitioners are requesting a variation by Ordinance from Section 17.30.050 [Front and Corner Yard Setbacks] of the Winnetka Zoning Ordinance to permit the construction of a pool that would provide a front yard setback of 34 ft. from a private ingress/egress easement along the east of the property, whereas a minimum of 56.75 ft. is required, a variation of 22.75 ft. (40.09%).

The variation is being requested in order to construct an in-ground pool measuring 18 ft. x 36 ft. within the front setback required from the outermost limits of the private ingress/egress easement on the east side of the property. The variation is necessitated due to the fact the lot is bounded by streets on three sides: Sheridan Road on the west and a private ingress/egress easement on the south and east. The easement is by definition a private street.

The Zoning Board of Appeals considered the application at its meeting on May 11, 2015. The six voting members present voted 4 to 2 recommending denial of the variation request. Therefore, an ordinance has not been drafted; the application is pending policy direction from the Council.

Recommendation:

Provide policy direction.

Attachments:

Agenda Report
Attachment A: Zoning Matrix
Attachment B: GIS Aerial Map
Attachment C: Variation Application
Attachment D: Excerpt of May 11, 2015 ZBA minutes

AGENDA REPORT

TO: Village Council

PREPARED BY: Michael D'Onofrio, Director of Community Development

SUBJECT: 693 Sheridan Rd.
(1) Front and Corner Yard Setbacks

DATE: June 9, 2015

The petitioners, Donald and Kate Fotsch, are requesting a variation by Ordinance from Section 17.30.050 [Front and Corner Yard Setbacks] of the Winnetka Zoning Ordinance to permit the construction of a pool that would provide a front yard setback of 34 ft. from a private ingress/egress easement along the east of the property, whereas a minimum of 56.75 ft. is required, a variation of 22.75 ft. (40.09%).

The variation is being requested in order to construct an in-ground pool measuring 18 ft. x 36 ft. within the front setback required from the outermost limits of the private ingress/egress easement on the east side of the property. The variation is necessitated due to the fact the lot is bounded by streets on three sides: Sheridan Rd. on the west and a private ingress/egress easement on the south and east. The easement is by definition a private street. According to the zoning ordinance a "private street" means the area lying within the described limits of a right-of-way or easement for vehicular traffic, created by virtue of a recorded or registered instrument for ingress and egress, which area the owners or occupants of three or more lots or parcels of land have the right to use. There are four lots in the case of this easement.

The proposed pool and pool deck would add 1,910.5 s.f. of impermeable lot coverage (ILC). As represented on the attached zoning matrix (Attachment A), the proposed improvements comply with the maximum permitted ILC.

The property is located on the east side of Sheridan Rd. between Pine St. and Maple St. in the R-2 Single Family Residential District.

Construction of the residence was completed in 2005. The petitioners acquired the property in 2011.

There is one previous zoning variation for this property. In August 2003, the Village Council adopted Ordinance M-29-2003 granting a variation from the front (corner) yard setback requirement from the south property line to allow the construction of the existing residence.

Recommendation of Advisory Board

The ZBA considered the application at its meeting May 11, 2015. The six voting members present voted 4 to 2 recommending denial of the variation request. Therefore, an ordinance has not been drafted; the application is pending policy direction from the Council.

Recommendation

Provide policy direction.

Attachments

Attachment A: Zoning Matrix

Attachment B: GIS Aerial Map

Attachment C: Variation Application

Attachment D: Excerpt of May 11, 2015 ZBA minutes

ATTACHMENT A

ZONING MATRIX

**ADDRESS: 693 Sheridan Rd.
CASE NO: 15-12-V2
ZONING: R-2**

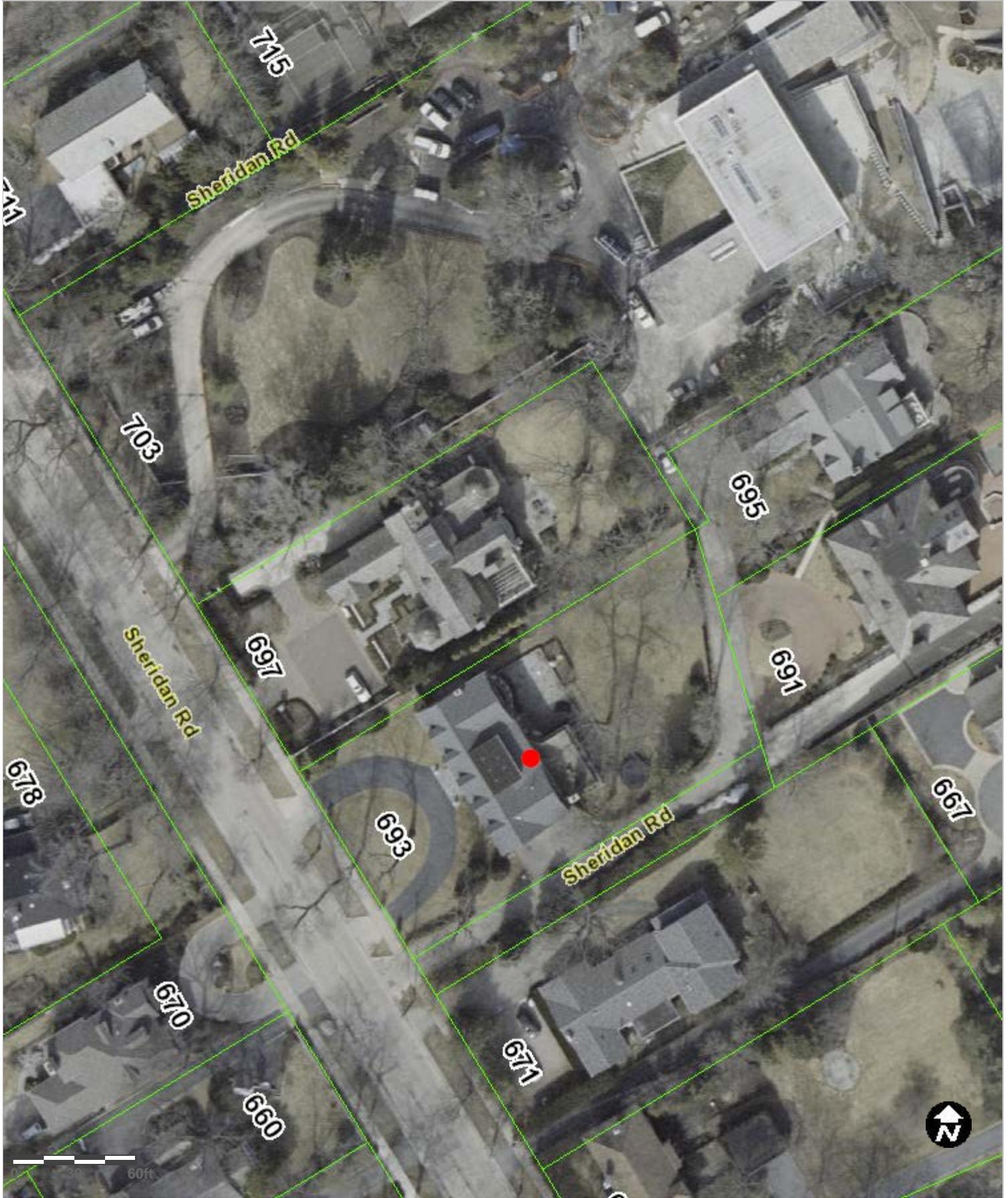
| ITEM | REQUIREMENT | EXISTING | PROPOSED | TOTAL | STATUS |
|----------------------------------|--------------------|-----------------|-----------------|--------------|------------------------------------|
| Min. Lot Size | 25,200 SF | 23,010 SF (1) | N/A | N/A | EXISTING NONCONFORMING |
| Min. Average Lot Width | 115 FT | 96.5 FT | N/A | N/A | EXISTING NONCONFORMING |
| Max. Roofed Lot Coverage | 5,476.25 SF (2) | 3,393.84 SF | N/A | N/A | OK |
| Max. Gross Floor Area | 6,842.74 SF (2) | N/A | N/A | N/A | OK |
| Max. Impermeable Lot Coverage | 10,952.5 SF (2) | 5,215.85 SF | 1,910.5 SF | 7,126.35 SF | OK |
| Min. Front Yard (Sheridan/West) | 56.75 FT | 70.3 FT | N/A | N/A | OK |
| Min. Front Yard (East) | 56.75 FT | (+/-) 61 FT | 34 FT | N/A | 22.75 FT (40.09%) VARIATION |
| Min. Corner (Front) Yard (South) | 28.95 FT | 17.28 FT | N/A | N/A | EXISTING NONCONFORMING |
| Min. Side Yard (North) | 9.65 FT | 11.5 FT | 21 FT | N/A | OK |

NOTES:

(1) Gross Lot Area. Net Lot Area excluding the private roadway easement is 21,905 s.f.

(2) Based on Net Lot Area of 21,905 s.f.

ATTACHMENT B



VA2015-199

ATTACHMENT C

CASE NO. 15-12-V2



APPLICATION FOR VARIATION
WINNETKA ZONING BOARD OF APPEALS

Owner Information:

Name: DONALD J. FOTSCH, JR. AND KATE J. FOTSCH

Property Address: 693 SHERIDAN RD.

Home and Work Telephone Number: [REDACTED] (HOME) [REDACTED] (WORK)

Fax and E-mail: NO FAX; [REDACTED]; [REDACTED]

Architect Information: Name, Address, Telephone, Fax & E-mail:

JOHN FOTSCH

23632 BOTH PLACE / SALEM, WI 53168

(847) 452-8684 (WORK); (262) 586-5243 (FAX); jmfotsch2@aol.com

Attorney Information: Name, Address, Telephone, Fax & E-mail:

Date Property Acquired by Owner: 08/2011

Nature of Any Restrictions on Property: 18.96' EASEMENT ON EAST (DDC.12679092)
CREATING THE SECOND FRONT YARD AND 56.75' SETBACK

Explanation of Variation Requested: CONSTRUCTION OF A 18' x 36' SWIMMING POOL
(Attach separate sheet if necessary) WITH MOTORIZED SAFETY AUTOCOVER AND
SURROUNDING STONE POOL DECK.

OFFICE USE ONLY

Variation Requested Under Ordinance Section(s): _____

Staff Contact: _____ Date: _____

STANDARDS FOR GRANTING OF ZONING VARIATIONS

Applications must provide evidence and explain in detail the manner wherein the strict application of the provisions of the zoning regulations would result in a clearly demonstrated practical difficulty or particular hardship. In demonstrating the existence of a particular difficulty or a particular hardship, please direct your comments and evidence to each of the following items:

1. The property in question can not yield a reasonable return if permitted to be used only under the conditions allowed by regulations in that zone.
2. The plight of the owner is due to unique circumstance. Such circumstances must be associated with the characteristics of the property in question, rather than being related to the occupants.
3. The variation, if granted, will not alter the essential character of the locality.
4. An adequate supply of light and air to the adjacent property will not be impaired.
5. The hazard from fire and other damages to the property will not be increased.
6. The taxable value of the land and buildings throughout the Village will not diminish.
7. The congestion in the public street will not increase.
8. The public health, safety, comfort, morals, and welfare of the inhabitants of the Village will not otherwise be impaired.

For your convenience, you will find attached examples of general findings, for and against the granting of a variation, which have been made by the Zoning Board of Appeals and Village Council in prior cases.

NOTE: The Zoning Board of Appeals or the Village Council, depending on which body has final jurisdiction, must make a finding that a practical difficulty or a particular hardship exists in order to grant a variation request.

Property Owner's Signature: 

Date:

3/8/15

(Proof of Ownership is required)

Variations, if granted, require initiation of construction activity within 12 months of final approval. Consider your ability to commence construction within this 12 month time period to avoid lapse of approvals.

Fotsch Application for Variation

ADDRESSING THE STANDARDS FOR GRANTING ZONING VARIATIONS

This property can not yield a reasonable return of the expectations of the owners to use what would normally be assumed to be their rear yard for family activities, sports and other forms of recreation otherwise allowed by regulations in this zone. The property which appears to be quite large actually has no rear yard (see below for details)

Uniquely, the property has three street frontages, negating what would normally be a property with a rear yard set back of twenty-five feet (25') to a property that has two front yards and a rear yard setback, (now another front yard setback) of fifty six and three quarters feet (56.75'). Additionally, the 56.75' setback is from the ingress/egress easement (which already encroached 9.75' into the property) making the total setback sixty-six and a half feet (66.5') from the actual property line, and coming within six feet of the Southeast corner of the residence.

The variation will not alter the essential character of the locality.

No light and air will be impaired to adjacent properties.

There is no possible hazard from fire to the property.

The taxable value of the land and buildings throughout the Village will not diminish. (Actually, the assessed valuation of the property may rise slightly)

There will be no impact whatever to public street congestion.

There will be no impact or impairment to the public health, safety, comfort, morals, and welfare to the inhabitants of the Village of Winnetka.



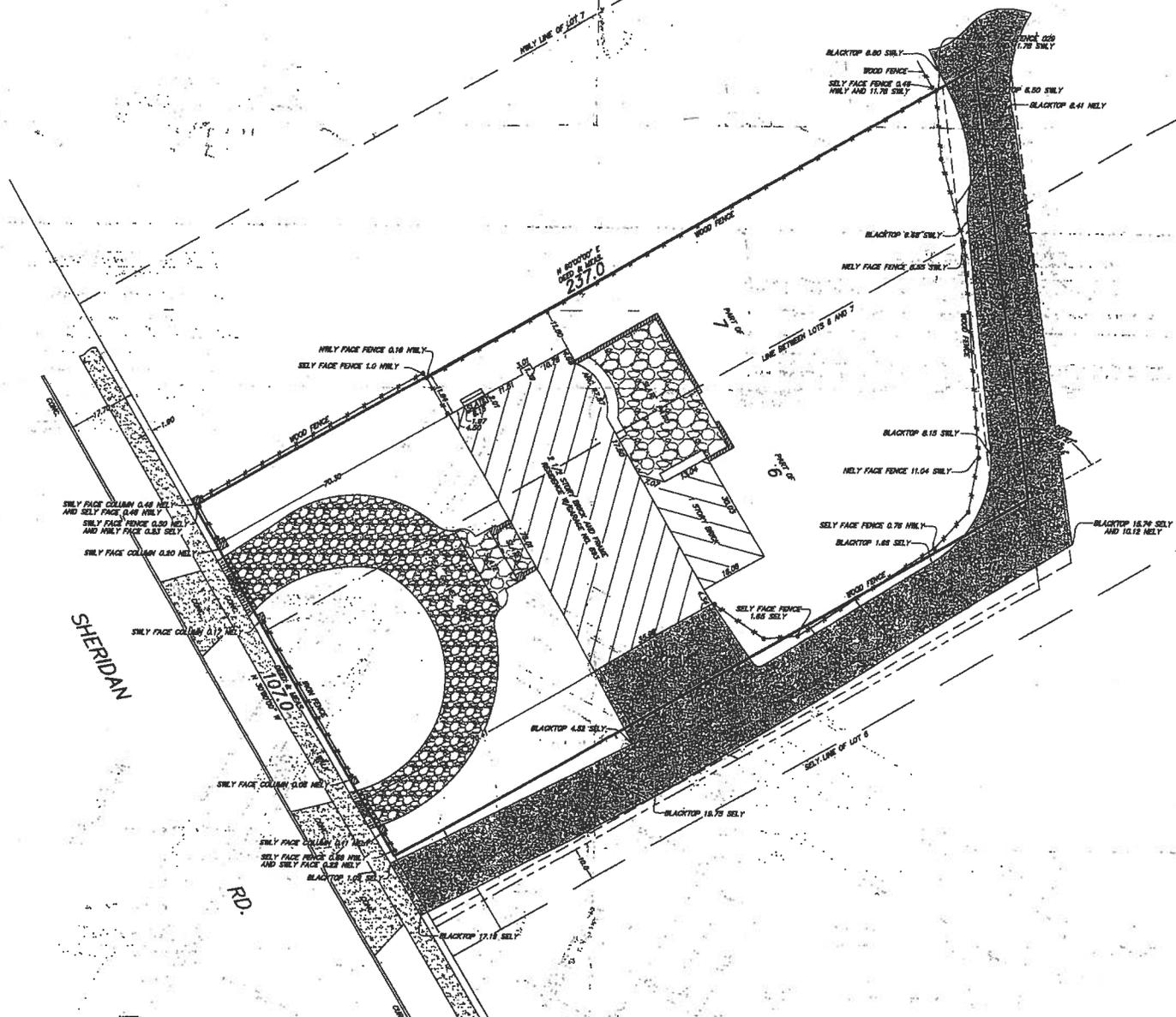
Scale - 1 inch = 20 feet

Jens K. Doe

Professional Land Surveyors, P.C.

PLAT OF SURVEY

THAT PART OF THE NORTHWESTERLY 60 FEET OF LOT 6 AND THE SOUTHEASTERLY 34 FEET OF LOT 7 LYING SOUTHWESTERLY OF CENTER LINE OF EASEMENT RECORDED MAY 13, 1941 IN BOOK 330 OF PLATS, PAGE 7 AS DOCUMENT 1207983 IN W.E. GARLAND'S SUBDIVISION OF BLOCKS 2, 3 AND 4 IN S. GARLAND'S SUBDIVISION OF THE SOUTHWEST QUARTER OF SECTION 16 AND THE NORTHWEST QUARTER OF SECTION 16, TOWNSHIP 40 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.
COMMONLY KNOWN AS: 693 SHERIDAN RD., WINNEKA, IL.



NOTES:
The legal description noted on this plat is a copy of the land survey order placed by the client and for accuracy, MUST be compared with the deed.
For further restrictions refer to your Abstract, Deed or Conveyance.
Compare distances between points before building and report any discrepancy to the office immediately.
Dimensions shown hereon are not to be assumed or scaled.
Dimensions shown hereon are in feet and decimal parts thereof.
Property corners have been established to complete the plat of survey shown hereon but have not been marked or flagged per the land survey order in which it was placed by the client.

Field work completion date: July 26, 2011.
ORDERED BY:
OLSON, GRABILL & FLITCRAFT

State of Illinois,
County of Cook,
JENS K. DOE PROFESSIONAL LAND SURVEYORS, P.C., does hereby certify that a survey has been made under its direction, by an Illinois Professional Land Surveyor of the property described hereon and that the plat hereon drawn is a correct representation of said survey.
Chicago, Illinois, Dated this 28th Day of July, 2011.
This professional services conforms to the current Illinois minimum standards.
JENS K. DOE PROFESSIONAL LAND SURVEYORS, P.C.
DOMINICK M. BLEWICK
ILLINOIS PROFESSIONAL LAND SURVEYOR
STATE OF ILLINOIS
COOK COUNTY ILLINOIS

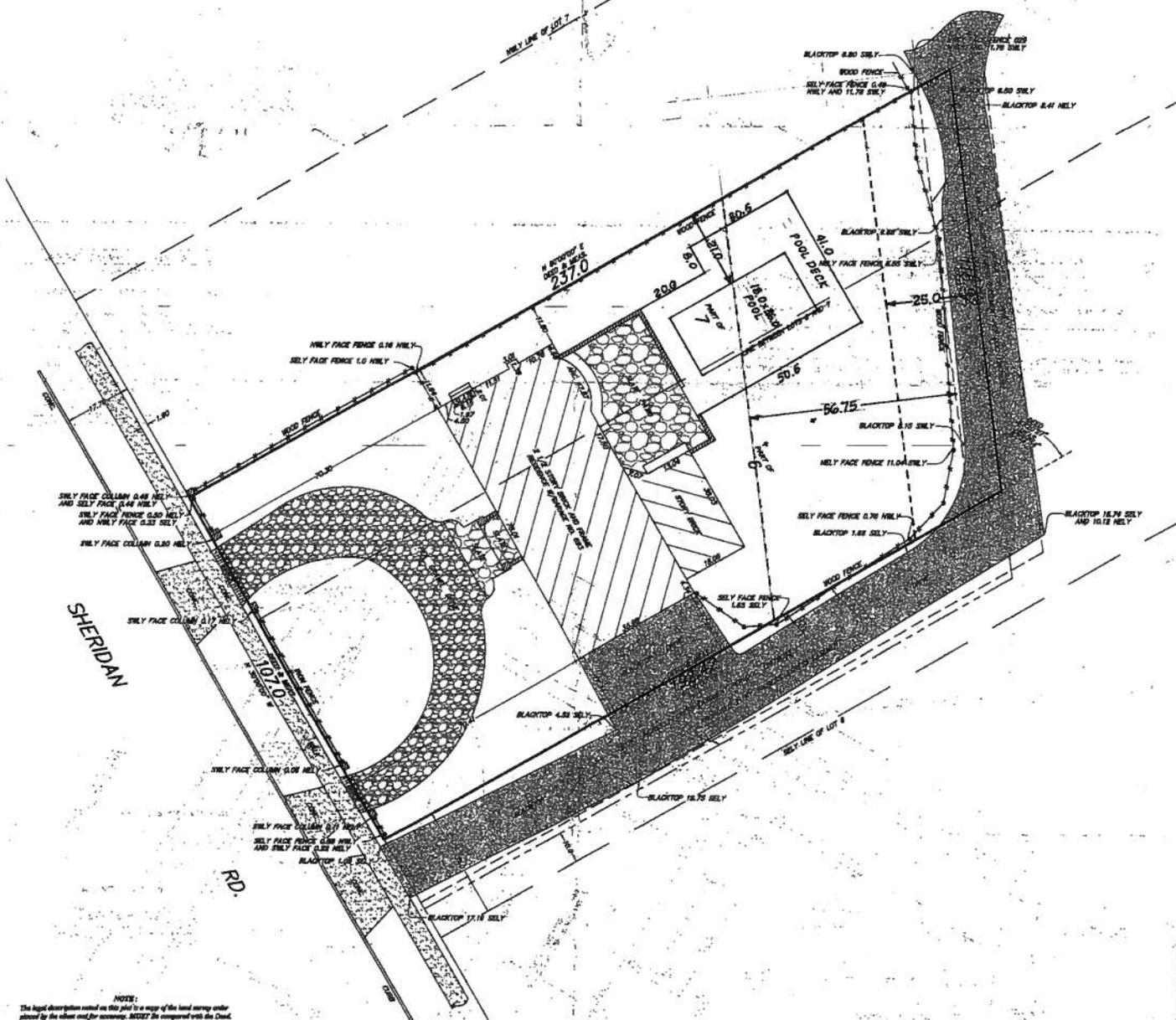


Scale - 1 inch = 20 feet

Jens K. Doe

Professional Land Surveyors, P.C.
PLAT OF SURVEY

THAT PART OF THE NORTHWESTCORNER 60 FEET OF LOT 4 AND THE SOUTHEASTCORNER 20 FEET OF LOT 7 LINDO SOUTHWESTERLY OF CENTER LINE OF RASHMORE SECURED MAY 12, 1941 IN BOOK 139 OF PLATS, PAGE 7 AS DOCUMENT 1267993 IN W.J. GARLAND'S SUBDIVISION OF BLOCKS 2, 3 AND 4 IN J. GARLAND'S SUBDIVISION OF THE SOUTHEAST QUARTER OF SECTION 11 AND THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.
COMMONLY KNOWN AS: 693 SHERIDAN RD., WINNETKA, IL.



NOTE:
The legal description noted on this plat is a copy of the land survey order placed by the client and, for accuracy, SHOULD BE compared with the Deed. For building restrictions refer to your Abstract, Deed or Contract.
Changes obtained between parties before building and repairs may differ from this office immediately.
Dimensions shown hereon are not to be assumed or scaled.
Dimensions shown hereon are to feet and decimal parts thereof.
Property corners have been established to complete the plat of survey shown hereon but have not been marked or pegged per the land survey order to which it was placed by the client.
Field work completion date: July 26, 2011.

ORDERED BY:
OLSON, GRABILL & FLITCRAFT

State of Illinois
County of Cook
JENS K. DOE PROFESSIONAL LAND SURVEYORS, P.C., does hereby certify that a survey has been made under its direction, by an Illinois Professional Land Surveyor of the property described hereon and that the plat hereon drawn is a correct representation of said survey.
Chicago, Illinois, Dated this 28th Day of July
This professional service conforms to the current Illinois minimum standards for the profession of Professional Land Surveyors, P.C.
JENS K. DOE PROFESSIONAL LAND SURVEYORS, P.C.
DOMINICK M. BLENNICK
ILLINOIS PROFESSIONAL LAND SURVEYOR
LICENSE REGISTRATION 11-14-12
CHICAGO, ILLINOIS

ATTACHMENT D

Minutes adopted 06.08.2015

WINNETKA ZONING BOARD OF APPEALS EXCERPT OF MINUTES MAY 11, 2015

Zoning Board Members Present: Joni Johnson, Chairperson
Chris Blum
Mary Hickey
Thomas Kehoe
Carl Lane
Mark Naumann

Zoning Board Members Absent: Jim McCoy

Village Staff: Michael D'Onofrio, Director of Community
Development

Agenda Items:

Case No. 15-12-V2: 693 Sheridan Road
Donald and Kate Fotsch
Variation by Ordinance
1. Front and Corner Yard Setbacks

693 Sheridan Road, Case No. 15-12-V2, Donald and Kate Fotsch, Variation by Ordinance - Front and Corner Yard Setbacks

Mr. D'Onofrio read the public notice. The purpose of this hearing is to hear testimony and receive public comment regarding a request by Donald and Kate Fotsch concerning a variation by Ordinance from Section 17.30.050 [Front and Corner Yard Setbacks] of the Winnetka Zoning Ordinance to permit the construction of a pool that would provide a front yard setback of 34 ft. from a private ingress/egress easement along the east of the property, whereas a minimum of 56.75 ft. is required, a variation of 22.75 ft. (40.09%).

Chairperson Johnson swore in those that would be speaking on this case.

Kate Fotsch and John Fotsch introduced themselves to the Board.

Mr. Fotsch informed the Board that as you can see from the survey and drawings which were submitted, it showed the pool and deck and that because there are three street frontages on the property, it reduced the fact that they did not really have a rear yard and that the encroachment goes to within 5 feet of the home. He then stated that if the pool was put in an area which did not require a variation, it would be located very close to the home and that there would be no sun after noon. Mr. Fotsch stated that the applicants would like to have a motorized pool cover for safety

which dictated the shape of the pool. He added that the pool would be built on grade and that there would be no visual obstruction to the adjacent properties.

Chairperson Johnson asked who is the architect.

Mr. Fotsch responded that he is the architect and that he is a friend of the applicants. He then stated that when the applicants picked up the variation package, he described it as daunting for a layperson to figure out and that he volunteered to figure it out for them.

Chairperson Johnson asked Ms. Fotsch if she had any comments.

Ms. Fotsch informed the Board that they moved to the Village 4 years ago from California and that they looked at homes in Winnetka mainly with pools. She then stated that they bought the home thinking they could put a pool in and that neither realtor reminded them at the time of the setbacks. Ms. Fotsch stated that they did not look into it until they wanted to put a pool in and were told by the pool companies the problem. She then stated that if there are roads on three sides of the home, that they could apply for a variation. Ms. Fotsch informed the Board that they have six children some of whom swim at New Trier and that they have to have a pool. She also referred to the aesthetics and stated that it would improve their property.

Chairperson Johnson asked with regard to the application, if Mr. Fotsch is not related to the applicants.

Mr. Fotsch responded that he is not.

Chairperson Johnson then asked Ms. Fotsch if her husband is not an architect.

Ms. Fotsch responded that he is not and reiterated that they are not related to John Fotsch.

Chairperson Johnson stated that in the application, it stated that they did not have a rear yard, but that they do have a rear yard.

Mr. Fotsch stated that there is no rear yard to build anything because of the extraordinarily large amount of setback required considering the rear yard and another front yard. He informed the Board that there is grass and landscaping, etc. located there.

Ms. Fotsch informed the Board that they do not have patio furniture and that they have three children in college. She then stated that if they get the pool, they would do that.

Chairperson Johnson asked if there were any other questions.

Mr. Lane asked Mr. D'Onofrio if a wood deck is not considered part of the setback.

Mr. D'Onofrio responded that as long as it is not 8 inches above grade, it would be included in the impermeable surface calculations.

Mr. Lane stated that the Board has to find that the property cannot yield reasonable return under

the conditions allowed by the regulations. He stated that the question is whether the property can yield a reasonable return without a pool.

Mr. Fotsch agreed that it could. He then stated that it is clear that the property's three street frontages made it eligible for a variation because of the limiting factor of the amount of ground on which they could build because of the setbacks.

Mr. Lane then stated that any home can be eligible for a variation if they find that the standards are met. He also stated that in the past, homes with 3 front yards have issues that they deal with that do satisfy the condition of reasonable return. Mr. Lane stated that they want to find a reason to allow the applicants to have a pool.

Mr. Fotsch responded that there is a return and expectation of owners to use what is normally used for a rear yard for activities that did not exist. He then stated that they cannot put in a pool, tennis court, etc. and that nothing can be done because of the angle which comes to within 5 feet of the setback of the home. Mr. Fotsch stated that in his opinion, when looking for a home, Ms. Fotsch had expectations of what they could use the rear yard for and that they were not savvy enough to know to get a survey and that they assumed that they could.

Chairperson Johnson stated that is why it is important to know that her husband is not an architect and did not understand setbacks which is not the case. She referred to the placement of the pool because of the sun. Chairperson Johnson then asked if there were conforming alternatives such as flipping the pool and making the access north-south where they would not need a variation or whether the variation could be minimized.

Mr. Fotsch stated that there is no room to put in a pool that size and that they would have to tear out the stone terrace.

Chairperson Johnson stated that based on the setbacks, they would still need a variation, but that it would be smaller and that another issue that the Board has to deal with is to reduce the amount of the variation by having a different design.

Mr. Fotsch informed the Board that if they were to put the pool in a conforming area behind the setback, it would be very close to the home. He described the home as a formidable home which is very tall and that after noon in the summer, there would be no sun on the pool since the home would be in the way and that it would cast a big shadow.

Chairperson Johnson asked if the pool could be placed north to south.

Mr. Fotsch responded that they have to keep the pool a regular shape for the motorized cover and that it cannot have an irregular shape.

Chairperson Johnson again asked if it could be turned north to south.

Mr. Fotsch questioned the location.

Mr. Blum asked if now, there is east-west access.

Mr. Fotsch questioned how would they get in a regularly shaped pool north to south without tearing up the stone patio and that it would still be in an area where there is shade after noon.

Chairperson Johnson stated that the Board is not here to come up with a design and that it is a valid question. She asked the applicants if they have considered it and that it sounded like they did not and decided to go with this design.

Mr. Fotsch informed the Board that they did and it was suggested to them that there would be no variation if they were to put the pool in one location and that the pool owner stated that it would have to be a regular shape with coverage. He indicated that there are a lot of constraints.

Chairperson Johnson stated that the other question with regard to the size of the pool is whether this is the standard size in-ground pool in Winnetka.

Mr. Fotsch responded that it is smaller than the standard size of 20 feet x 40 feet minimum and that the proposed pool would be 18 feet x 36 feet.

Chairperson Johnson asked based on the current design, what percentage of the yard area would the pool and deck constitute.

Mr. Fotsch noted that it was submitted in the variation package and that the calculations of the area were not returned to him.

Chairperson Johnson asked him to eyeball it.

Mr. Fotsch then estimated it to be 20% of the backyard.

Chairperson Johnson noted that there was a variation granted by the Village Council in 2003 and that the architect then explained how they wanted to make the home less bulky and that a variation was needed to build up. She then stated that one of the issues Mr. Fotsch described was how the home was tall and cast shadows and pointed out that condition was created by the Village Council in 2003 in allowing the home design with variations and that they ended up with a taller home than typical. Chairperson Johnson asked if there were any other questions.

Mr. Lane stated that created more backyard and that it would have been a worse condition now if they had not had that variation.

Mr. Naumann asked with regard to reasonable return, in the neighborhood, what are the amenities such as pools and tennis courts.

Ms. Fotsch referred to the road in back of their property and informed the Board that one property has a pool and referred to the home between the two homes torn down and that the next home is the Bluhm's property which has a pool in front.

Ms. Hickey asked Mr. D'Onofrio that with regard to the second paragraph, it talked about the private street and referred to the Cape Cod home on the private road which was torn down and asked if that changed any of the easements.

Mr. D'Onofrio responded that it did not and that it would remain a lot of record whether the home is there or not. He informed the Board that it served the homes at 671, 691, and 695 and that it touched 703 [Sheridan Road]. Mr. D'Onofrio then stated that if there are three or more lots, it is considered a street for zoning purposes.

Ms. Hickey asked if 693 [Sheridan Road] is not included.

Mr. D'Onofrio confirmed that it is.

Chairperson Johnson asked if the driveway and garage portion of the private street on the east-west access is part of the easement.

Mr. D'Onofrio confirmed that is correct.

Mr. Blum asked if the property at 675 [Sheridan Road] was torn down or consolidated.

Ms. Fotsch responded that it is a big glass box home and that the property owners bought that home in order to make it into their property and that she did not know if they did. She stated that the home would be torn down.

Mr. D'Onofrio stated that whether it is consolidated or not, that is immaterial and that they still have that access.

Chairperson Johnson asked if there were any other questions from the Board. No additional questions were raised by the Board at this time. She then asked if there were any questions from the audience. No questions were raised by the audience at this time. She then called the matter in for discussion.

Mr. Blum stated that he would like to know more about the cases in connection with the three side lots. He asked what if a substantial addition is needed and what would the circumstances be.

Chairperson Johnson referred to the recent Spruce and Rosewood application which is a corner lot and that the home will be torn down and the garage located on the alley was a setback issue. She stated that case also related to the configuration of the home on the lot. Chairperson Johnson noted that one case was continued several times and that one case was withdrawn.

Mr. Blum stated that he would be inclined to be open minded and that the concern is that it is a minimum variation and also the reasonable return real factor which represented a real factor that the Board considered on every variation request they get.

Mr. Fotsch stated that in the zoning packet, it says that with regard to the items to be considered to grant a variation and those which are not considered to grant a variation, he identified one as being

a property which is bounded on three sides by a road which implied that the parcel cannot yield reasonable return.

Chairperson Johnson stated that she would have to look that up.

Mr. D'Onofrio stated that Mr. Fotsch is referring to the zoning calculation packet.

Chairperson Johnson then stated that the Board did not have access to that.

Mr. Blum stated that he appreciated the point that every time there is a three-sided lot case, that there are other factors which are taken into consideration.

Ms. Hickey referred to the home located off Private Lane which was new construction and which was bordered by a private road to the north and to the east. The owners were requesting moving the garage from the east lot line to the north lot line.

Chairperson Johnson noted that three Board members voted against that request.

Mr. Lane stated that was a different case in that there was a right-of-way and that the applicant wanted a garage.

Ms. Hickey stated that it also was new construction.

Mr. Lane then stated that the circumstances were different.

Ms. Hickey stated that she saw where the backyard pool would be taking up 20% of the backyard and commented that visually, the backyard can handle it. She also stated that she thought privacy and noise would not be an issue for the surrounding neighbors and noted that the house directly in back of the Fotsch's on the private lane to the east may be torn down. Ms. Hickey described the request as nonintrusive. She added that there are numerous pools on the east side of Sheridan Road and while it is not a necessity, it is not atypical.

Chairperson Johnson stated that none of those properties needed a variation. She added that the newest home which was built did not need a variation. Chairperson Johnson then stated that she agreed that the one factor which is the most helpful to the applicants is the fact that it is not a structure and that it is a pool which she indicated would be fine with regard to impermeable surface, but that the Board still has standards which have to be met. She stated that the Board is not willing to say that there cannot be reasonable return without a pool and stated that it is a nice size backyard as it is. Chairperson Johnson then stated that the Village Council can determine that and that they have more flexibility. She also stated that they do not want to set a precedent.

Chairperson Johnson then stated that the situation is not totally unique and that while it is not a corner property, it is treated like a corner lot. She also stated that there is the benefit of having the easement which has a driveway on it. Chairperson Johnson stated that in connection with the zoning calculation document, people are not driving on it as a through street and that to that extent, she did not think there are unique circumstances other than the fact that it is not truly a corner

property. She also stated that with regard to the easement issue, they had the case on Tower Road. Chairperson Johnson then stated that there was another easement case east of Sheridan Road which was approved because it was a modest request. She stated although this request is modest and that since it is not a structure, they would not be building something which would have an aesthetic issue, the standards need to be met and she would feel more comfortable if the Village Council decided to allow the variation for that reason.

Mr. Lane stated that he agreed that while there are a lot of things which are positive, it would be hard to find that there cannot be reasonable return and that while the pool would not be an intrusive issue, he stated that again, the applicants cannot make the argument that they cannot enjoy the home without a pool. He also stated that it is not a typical corner property with traffic and that there are smaller roads and that it is close to the property more like the front yard like other cases. Mr. Lane reiterated that while there are positive things, the same things held them from finding in favor. He noted that corner lots are treated differently for certain situations and alternative situations typically like a garage. Mr. Lane then stated that he would not be in favor of the request and that he also thought that the Village would have better ability to say yes. He added that they typically do not suggest the concept and that while they do not find it in the standards, it made sense.

Chairperson Johnson then stated that in connection with the home previously on this lot which was torn down, the Board recommended against the variation but that the Village Council approved the request and that it is difficult to get a variation for new construction. She described it as quite unusual. Chairperson Johnson also stated that they should let the Village Council make the policy decision.

Mr. Kehoe stated that he had nothing to add.

Chairperson Johnson indicated that she is not sure that there are enough votes for a positive recommendation.

Mr. Kehoe stated that he is leaning toward the Village Council [making the decision].

Chairperson Johnson then stated that they could continue the case and come back with more specific renderings to minimize the amount of the variation or to have documentation to state that they cannot get the cover over the pool if it were smaller or provide documentation regarding how the house casts shade on the yard. She indicated that the applicant may have two Board members in favor of the request which would still result in a negative recommendation.

Ms. Fotsch stated that with regard to Mr. Lane's comment, they could sell the home, she stated that they were not aware that with six children who are all swimmers, she referred to the fact that it was a dream of theirs to buy the home and that in hindsight, it is 2020. She then referred to whether they would they have bought the home without a survey and having a dream pool put in. Ms. Fotsch stated that she understood the Board's comments with regard to pool shapes. She also stated that it is for safety reasons with regard to its orientation north-south and the fact that two oak trees would have to be removed.

Chairperson Johnson referred to putting in a fence for safety.

Ms. Fotsch then stated that with regard to the percentage of land, it would create less aesthetically.

Chairperson Johnson asked Ms. Fotsch if they had a lawyer when they bought their home with regard to the survey.

Mr. Lane stated that is not part of the Board's requirements and the fact that the buyer did not have full information.

Chairperson Johnson suggested that they present that to the Village Council and that the Board would not take it into consideration.

Mr. Lane stated that the proposed pool location made the most sense and stated that they cannot satisfy the reasonable return requirement here.

Chairperson Johnson noted that there would be a negative recommendation with two Board members voting in favor of it.

Mr. Naumann stated that he would be in favor of the request.

Chairperson Johnson then asked for a motion to recommend denial of the request.

Mr. Lane moved to recommend denial of the variation for the addition of a swimming pool in that with regard to the reasonable return requirement, there was non-satisfactory evidence with no pool. He stated that with regard to the plight of the applicants, if they can show that there are unique circumstances in that the property is bound by a right-of-way private road creating multiple front yards making it difficult to utilize the backyard. Mr. Lane stated that with regard to the alteration of the character of the locality, the pool and the low profile deck would not change the character of the locality and that people have pools in the neighborhood. He stated that the light and air of adjacent properties would not be affected and that the hazard from fire would not increase. Mr. Lane stated that the taxable value of the land would not be impaired and that congestion would not increase in that it is a private street. He stated that with regard to the public health, comfort, morals and welfare of the Village, putting a cover over the pool would make it safe and that the yard is fenced in. Mr. Lane concluded by stating that based on the fact that the Board cannot find in favor of the reasonable return issue, they would recommend denial of the variation request.

Mr. Blum seconded the motion. A vote was taken and the motion was passed with 4 in favor and 2 against.

AYES: Blum, Johnson, Kehoe, Lane

NAYS: Hickey, Naumann

FINDINGS OF THE ZONING BOARD OF APPEALS

1. The requested variation is within the final jurisdiction of the Village Council.
2. The requested variation is not in harmony with the general purpose and intent of the Winnetka Zoning Ordinance. The proposal is not compatible, in general, with the character of existing development within the immediate neighborhood with respect to architectural scale and other site improvements.
3. There are no practical difficulties or a particular hardship which prevents strict application of Section 17.30.050 [Front and Corner Yard Setbacks] of the Winnetka Zoning Ordinance which is related to the use or the construction or alteration of buildings or structures.

The evidence in the judgment of the Zoning Board of Appeals has established:

1. The property in question can yield a reasonable return if permitted to be used only under the conditions allowed by the zoning regulations. Satisfactory evidence was not provided proving that the property cannot yield a reasonable return without a swimming pool.
2. The plight of the owner is not due to unique circumstances. Such circumstances must be associated with the characteristics of the property in question, rather than being related to the occupants. No evidence was provided proving that having a lot with three street frontages was unique.
3. The variation, if granted, will not alter the essential character of the locality. The proposed pool and low profile pool deck would not change the character of the locality. Additionally, other properties in the neighborhood have pools.
4. An adequate supply of light and air to adjacent property will not be impaired. The proposed pool and pool deck are at grade and will not impair the supply of light and air.
5. The hazard from fire or other damages to the property will not be increased as the proposed improvements shall comply with building code standards, including fire and life safety requirements.
6. The taxable value of land and buildings throughout the Village will not diminish. The proposed construction is generally an improvement to the property.
7. Congestion in the public streets will not increase. The structure will continue to be used as a single-family residence.
8. The public health, safety, comfort, morals and welfare of the inhabitants of the Village will not otherwise be impaired. The proposed pool would be fenced.

Chairperson Johnson informed the applicants that the request would go on to the Village Council.



Agenda Item Executive Summary

Title: Downtown Master Plan - Consultant Recommendation

Presenter: Michael D'Onofrio, Director of Community Development

Agenda Date: 06/16/2015

Consent: YES NO

| | |
|-------------------------------------|-------------------------|
| <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Bid Authorization/Award |
| <input checked="" type="checkbox"/> | Policy Direction |
| <input type="checkbox"/> | Informational Only |

Item History:

September 9, 2014 Village Council meeting, pp. 172 - 231
November 11, 2014 Village Council meeting, pp. 18 - 34
December 9, 2014 Village Council meeting, pp. 2 - 18
February 3, 2015 Village Council meeting, pp. 270 - 289

Executive Summary:

Earlier this year, Council directed Staff to proceed with a Request for Proposals (RFP) for downtown master planning services. During May and June, 2015, a team including Village Staff and Trustees conducted a thorough evaluation and interview process, including two full rounds of interviews and multiple meetings. As a result, the team reached consensus on a recommended consultant team.

The Village team recommends Teska Associates, including Goodman Williams Group and Sam Schwartz Engineering, to craft Winnetka's Downtown Master Plan. Throughout the process, Teska exhibited an understanding of Winnetka, including our strengths and challenges, presented a thoughtful plan to communications and public engagement, and showed their capacity to perform the required data analysis and strategy development. The team feels Teska's approach fits best with the Village's needs and the community's desires. Teska also has a strong portfolio of relevant project experience in the North Shore, Chicago area, and greater region.

Recommendation:

- 1) Provide policy direction on whether to proceed with the RFP process by engaging Teska Associates for the development of a Downtown Master Plan.
- 2) Provide policy direction on how to proceed with the creation of a supporting structure for the Downtown Master Plan, including a Steering Committee and Working Group.

Attachments:

Agenda Report
Attachment #1: Village RFP for Downtown Master Plan
Attachment #2: Teska Proposal
Attachment #3: Teska Interview Booklet and Total Engagement Toolbox
Attachment #4: Master Plan Committee Structure

AGENDA REPORT

SUBJECT: Downtown Master Plan – Consultant Recommendation

PREPARED BY: Robert Bahan, Village Manager
Michael D'Onofrio, Director of Community Development
Megan Pierce, Assistant to the Village Manager

DATE: June 9, 2015

REF: September 9, 2014 Village Council meeting, pp. 172-231
November 11, 2014 Village Council meeting, pp. 18-34
December 9, 2014 Village Council meeting, pp. 2-18
February 3, 2015 Village Council meeting, pp. 270-289

Introduction

Dating back to July 2014, at a Village Council strategic planning session, downtown master planning was identified as a short-term goal to be further discussed. Since that time, a number of steps have been taken to initiate a downtown master planning process, including: drafting and issuance of a Request for Proposals (RFP) for planning services, review and analysis of the RFP responses, selecting and interviewing planning consultants and with this report, recommending to the Council the preferred consultant team to engage for Winnetka's Downtown Master Plan.

Request for Proposals

Based on the 2012 recommendation of the Plan Commission, who biannually reviews the Winnetka 2020 Comprehensive Plan, in 2013, the Village engaged the Urban Land Institute (ULI) to conduct a two-part Technical Assistance Panel (TAP) process. One of the many resulting recommendations of the TAP was affirmation of the Plan Commission's recommendation to further develop long-term plans with a formal Downtown Master Plan. The Council discussed this recommendation in its strategic planning sessions and concurred a Master Plan was a critical component in the Village's goal to revitalize its three commercial districts and strategize to ensure their long-term vitality and success. In fall 2014, staff prepared a RFP for downtown master planning services, which was reviewed by the Council on three separate occasions – November 11, 2014, December 9, 2014 and February 3, 2015. At the February 3 meeting, the Council approved the RFP and directed staff to issue it.

The RFP (see *Attachment #1*) was issued on February 17, 2015—casting a wide net to inform firms who had done similar types of plans aware of the Village's planning opportunity. Therefore, the RFP was advertised in two nationally based planning-related web sites – American Planning Association and International Downtown Association. Staff also sent RFPs

individually to nine planning consulting firms which had demonstrated experience in the region, and nationally, in conducting downtown master plans. Next, the RFP was posted on the Village's website, where it was downloaded by approximately 40 firms. Finally, the RFP was noticed in the February 26, 2015 edition of the Winnetka Talk.

By the March 11, 2015 deadline, seven planning consulting firms responded to the RFP, as follows:

1. Farr Associates, Chicago, IL
2. Houseal Lavigne Associates, Chicago, IL
3. Fwd / A+U, New York, NY
4. Lakota, Chicago, IL
5. Teska Associates, Evanston, IL
6. Ratio Architects, Chicago, IL
7. Design Workshop, Chicago, IL

Evaluation Process

During the RFP process, Village staff formed a team, including the Village Manager, Assistant to the Village Manager, Community Development Director, Assistant Community Development Director and Charmaine Later, an independent planning consultant retained by the Village for assistance, to evaluate all proposals received. Staff employed a matrix, directly linked to the selection criteria and scope of work from the RFP, to review and score proposals. The criteria were weighted based on the significance of the factor in a consultant's ability to perform the requested work, as described below:

- Criteria 1, Compliance (0%) – (No weight assigned, for Village Purchasing Agent to determine if response met submission requirements)
- Criteria 2, Experience in Relevant Projects (30%)
- Criteria 3, Ability to Provide Solutions (30%)
- Criteria 4, Approach (20%)
- Criteria 5, Past Record (10%)
- Criteria 6, Maintain Timeframe (5%)
- Criteria 7, Qualifications (5%)
- Criteria 8, Cost (0%) – (Determine if the pricing of proposal is in line with budget)

Overall, the combined team rankings resulted in scores ranging from 66 to 89. Following further discussion and analysis, the team decided to interview the top four firms, including:

1. Houseal Lavigne Associates
2. Lakota
3. Teska Associates
4. Design Workshop

Consultant Interviews

At this stage, selection required broader input, so the Village's team was expanded to include two Village Trustees: Bill Krucks and Scott Myers. Both Trustees Krucks and Myers have previously served on the Village's Plan Commission and Zoning Board of Appeals, and therefore, had background and insight to offer to this particular consultant selection. As part of the interview process, each firm was asked to attend with representatives from the other firms they identified as part of their proposed team, such as market analysis, engineering and parking/transportation sub consultants.

On May 14 and 15, 2015, interviews were conducted with each of the four firms. Each interview took approximately one and a half hours, with firms making presentations that covered their scope of work and vision for Winnetka's plan. At the conclusion of the first round of interviews, the panel agreed to bring back three of the consulting firms for a second interview: Houseal Lavigne, Lakota and Teska.

Although the interview panel was confident that any one of the three remaining consultants had the professional experience and capacity to perform the work the Village desired, the team felt strongly about determining the firm that would be the best fit for Winnetka. Therefore, in the second round of interviews, the team focused on the community engagement and the market analysis portions of the proposals. These interviews took place on May 28 and only included the principals of the planning firms.

Winnetka's RFP included a unique component: it requested that each responding proposal offer the Village three sub-consultants as options to perform the required market analysis. Given the strategic importance of the Village-owned Post Office property and need for clear data on our commercial and multi-family residential markets, the team wanted choice in selecting the best planning and best market analysis firms to work cooperatively. Market analysis requires keen understanding of data and trends, but also the ability to synthesize that information with qualitative data from the community and integrate it into an actionable plan. The first two rounds of interviews presented the Village team with three different market analysis sub-consultants, but the team opted to interview a fourth firm on June 4, 2015 before making a final evaluation and recommendation on a consultant team.

Consultant Selection

A thorough and inclusive interview process resulted in a consensus from the team to recommend Teska Associates, including Goodman Williams Group and Sam Schwartz Engineering, to create Winnetka's Downtown Master Plan. In both their proposal and interview, Teska's team demonstrated knowledge of the Village's current opportunities and challenges and how to translate those into actionable strengths through a planning process. In each stage of our process, they focused on strategic areas, including market and development economics, parking and land use. Teska has an extensive resume of comparable project experience and extremely positive

references, from the North Shore, Chicago area, and broader region. The Village team also developed the most comfort with Teska's emphasis on communication and plan for engagement. Critically, Teska recognizes, and has demonstrated it in other planning processes, that public engagement is more than input, and they will deploy a toolkit to make the Village's engagement process a successful one. Please see *Attachment #3* for more detail on Teska's approach from their interview materials.

Teska Associates, located in Evanston, Illinois, is a firm with over 40 years of experience in the planning consulting field. The firm specializes in planning, development economics, community engagement, landscape architecture and site design. Teska's Project Principal, who will be overseeing the project on a day-to-day basis, will be Michael Blue. Prior to coming to Teska approximately two years ago, Mr. Blue was the Community Development Director in Highland Park, Illinois for ten years. The Principal overseeing the Plan will be Lee Brown. Mr. Brown, who has more than 30 years' experience in municipal planning, currently has several planning assignments in the vicinity, including the Village of Glencoe Village Hall and downtown enhancements as well as the Laurel Western Redevelopment project in downtown Lake Forest. For additional information on Teska's relevant project work and experience, see *Attachment #2*.

In its proposal, Teska identified six principles which will serve as its guide in preparing the Downtown Master Plan:

1. Understanding the area, the area being both Winnetka and the North Shore;
2. Understanding the community and building on what has already been done;
3. Developing plans that are implementation oriented;
4. Obtaining successful community input;
5. Improving parking, transportation and circulation; and
6. Staying on budget and schedule.

Teska will be partnering with two other consulting firms as part of its proposal. First, Goodman Williams Group was selected by the Village to conduct the market analysis. Linda Goodman, Principal, will serve as project manager for this portion of the plan. She has been involved in the market analysis field for nearly three decades and has recently done market analyses in the Villages of Glenview and Wilmette and the City of Evanston; the team feels Winnetka will benefit from her knowledge of the Chicago area, but also from her national expertise. Zach Lowe, Senior Consultant, will provide project support for Goodman Williams.

Teska will also partner with Sam Schwartz Engineering, to address a number of the tasks identified in the RFP, including infrastructure, parking, transportation and implementation strategies. Sam Schwartz Engineering is a national transportation engineering and transportation

planning firm, which has a local office in Chicago. We have received positive feedback from the firm's recent work performed in the region.

Teska's proposals call for a timeline to complete the ten tasks identified in the RFP in 12 months. Teska's proposed budget is \$147,920 and includes 1,029 hours of staff time from Teska and Sam Schwartz; Goodman Williams' hours are not individually identified, but its portion of the \$147,920 of the proposal is \$29,490. The 2015 budget allocated \$150,000 for this project and \$50,000 for the analysis of the Post Office. Since the Downtown Master Plan project now combines the Plan and Post Office components, the recommended consultant budget is well-below budgeted funds available. The Village would enter into a not-to-exceed contract for work to be performed.

Next Steps

The Village team is bringing forth its recommendation for the preferred consultant to perform Winnetka's Downtown Master Plan, before entering into final negotiations with Teksa Associates. With Council's concurrence on the recommendation, staff will engage with Teska over the next several weeks to finalize the scope of work and timeline in a formal agreement. We anticipate the agreement would be ready for Council authorization at the July 7 Regular Meeting.

Another interim step is the determination of the structure that will oversee and drive the Master Plan process. In preliminary discussions with Teska, their team has recommended a two-tier structure: a Steering Committee and a Working Group. A Steering Committee would be the:

- Key forum of discussion and deliberation;
- Key facilitator of public input; and
- Primary source of input and direction to staff and consultant on policy matters.

It is suggested the Steering Committee would have no more than nine members; it would report directly to the Village Council.

The Working Group, in contrast, would:

- Help facilitate ongoing stakeholder input into the process (broader and more voices than the Steering Committee);
- Deliberate on key issues and provide input; and
- Play an active role in events.

The Working Group would be larger in size, made up of various task forces based on issues and areas of interest, such as design character, sustainability, parking, etc. Task forces would then

have individual representatives. The Working Group would report directly to the Steering Committee.

Village Staff will play a support role, working directly with Teska and the Steering Committee, but also supporting the function of the Working Group. A visual graphic of this proposed structure is shown as *Attachment #4*.

Recommendation

- 1) Provide policy direction on whether to proceed with the RFP process by engaging Teska Associates for the development of a Downtown Master Plan.
- 2) Provide policy direction on how to proceed with the creation of a supporting structure for the Downtown Master Plan, including a Steering Committee and Working Group.

Attachments

- *Attachment #1*: Village RFP for Downtown Master Plan
- *Attachment #2*: Teska Proposal
- *Attachment #3*: Teska Interview Booklet and Total Engagement Toolbox
- *Attachment #4*: Master Plan Committee Structure

ATTACHMENT #1:
Village RFP for Downtown Master Plan

VILLAGE OF WINNETKA, IL

REQUEST FOR PROPOSAL – DOWNTOWN MASTER PLAN (RFP #015-005)

I. Introduction

The Village of Winnetka is soliciting proposals from qualified multi-disciplinary teams to provide professional services associated with development of a Downtown Master Plan for Winnetka's three commercial business districts. The Plan will be considered an update to the *Winnetka 2020 Comprehensive Plan* which was adopted in 1999.

II. Background Information

Picturesquely situated on the shore of Lake Michigan, just 16 miles north of Chicago, Winnetka is made up of tranquil tree-shaded streets and family-oriented neighborhoods, as well as three quaint in-town commercial districts that are home to a variety of shops and businesses. The Village's vision statement describes Winnetka as "...a village in a natural setting committed to its tradition of residential neighborhoods, citizen involvement, local shops and educational excellence..."

Winnetka, chartered in 1869, is home to 12,422 residents, with a household median income of \$203,995. It adopted its first comprehensive plan in 1921 which was written by Edward H. Bennett, who also co-authored the *1909 Plan of Chicago* with Daniel Burnham. Winnetka is 3.9 square miles in size; approximately 5% of the land area is located in the commercial districts.

With respect to its downtown, the Village is comprised of three separate commercial districts. All three districts are connected by Green Bay Road which is a state-owned and regulated arterial road. Each commercial district is served by a Metra commuter rail station, providing a large segment of Village households with walkable access to both transit and the surrounding pedestrian-scaled commercial districts. Winnetka's commercial districts play a prominent role in the daily lives of Village residents - US Census Bureau data has repeatedly ranked Winnetka among the highest Chicago suburbs for transit usage.

Winnetka's commercial district layout is both enviable and challenging. Whereas many communities of a similar size might have one "traditional downtown" district with a concentrated critical mass, Winnetka's commercial space is both accessible and ample due the "distributed" nature of its commercial districts.

Following is a description of each of the districts:

Indian Hill

The Indian Hill district is the Village's most compact commercial district, bounded by Sunset Road on the north, the Village boundary with Kenilworth on the south, Church Road on the west and extends slightly east of the Union Pacific Railroad. The district includes approximately 37,000 s.f. of commercial space.

The Indian Hill district is distinguished from other Village districts by its auto-oriented, linear layout along Green Bay Road's four lanes. In addition, the district is unique in that it abuts a single-family neighborhood to the immediate west. The predominant uses in this area include New Trier High School, Indian Hill Park, the Indian Hill Metra station, and surface parking lots used by commuters and New Trier High School.

In keeping with its more auto-oriented pattern of development, roughly half of the district's development provides privately-owned, off-street parking. On average, 4,400 vehicles/day drive thru the district on Green Bay Road.

Commercial buildings in the district range in size from 1 to 3 ½ stories, the majority are one-story buildings with relatively auto-intensive uses including a convenience store, bank and restaurants. Other uses in the district include limited multi-family residential, medical and real estate offices. Recent redevelopments have been of a larger scale, including a mixed-use development.

The district's zoning (C-1 Commercial) allows for both retail and non-retail uses, whereas the Village's other districts discourage non-retail businesses (discussed in more detail below). Building heights are limited to 2 ½ stories and 35 feet.

East/West Elm

The East/West Elm district is the largest commercial district and considered to be the central commercial district of the Village. The district extends from Pine Street on the north, to Oak Street on the south, to Maple Street, on the east and Birch Street on the west. The district includes 368,000 s.f. of leasable commercial space, with approximately 153,000 s.f. of that total comprising retail space.

The district is less linear than the Village's other districts, with the central axis at Elm Street and Green Bay Road. An average of 14,000 vehicles/day drive thru the intersection of Green Bay Road at Elm Street. Despite this intersection's highly visible central location, commercial activity at this corner is limited to one side of the intersection due to the presence of the abutting Metra right-of-way. The district's heaviest foot traffic and retail activity is located one block to the west at Elm Street and Chestnut Street, and, to a lesser degree, one block to the east, at Elm Street and Lincoln Avenue.

The predominant uses in the district include public buildings – Village Hall, public library, Post Office, and the Metra station - Winnetka Community House, public open space, public parking lots, multi-family residential, retail and service-related uses.

Individual uses include grocery stores, a variety of retail shops, banks, restaurants, public parking lots, medical, professional and real estate offices.

A noteworthy feature, unique among Chicago area communities, is that the Metra commuter rail line is below grade level as it passes through the Elm Street and Hubbard Woods commercial districts. The tracks were lowered by approximately 20 feet in 1938 following community alarm over the frequency of rail crossing accidents at the time.

Combined, Green Bay Road and the railroad right-of-way form a strong boundary between what is often referred to as two separate commercial districts, “*East Elm*” and “*West Elm*”. More recently, the Village reconstructed the Elm Street Bridge with architectural detailing and pedestrian scale lighting both to enhance the appearance and in order to reduce the perceived boundary between the “two districts”.

Buildings range in size from 1 to 4 stories, with the predominant scale being between 2 and 3 stories in height. A significant number of buildings in the district were developed in the 1920’s as mixed-use buildings with first floor retail uses and apartments above.

The district is zoned C-2 General Commercial - however, a substantial portion of the districts’ central area (52%) is included in a “Retail Overlay” zoning overlay district, which intends to promote retail activity (and district vitality) by limiting certain non-retail businesses from locating on the ground floor adjacent to the street. As a result, uses such as medical and other professional offices, real estate offices and banks require consideration as a Special Use Permit when located on the ground floor and adjacent to the street within the overlay district.

Hubbard Woods

The traditional “core” of the Hubbard Woods district lies along both sides of Green Bay Road between Scott Avenue on the north and Tower Road on the south. Green Bay Road narrows to two lanes for most of the Hubbard Woods district, with slower vehicular speeds resulting in a moderately pedestrian-friendly pace and scale. This is juxtaposed by Tower Road’s four lanes of traffic and an irregular intersection with Green Bay Road.

The district includes 214,000 s.f. of leasable commercial space, with approximately 118,000 s.f. of that space comprising retail space. An average of 9,500 vehicles per day travel thru Hubbard Woods on Green Bay Road.

A key feature of the Hubbard Woods Business District is the 1.4 acre Hubbard Woods Park, located centrally within the district and owned and operated by the Winnetka Park District (a separate government agency). The Park District is currently finalizing plans for renovation of the park facilities, to include a new shelter, play equipment, hardscapes and landscaping.

Other uses in the district include the Hubbard Woods Metra station, a church and school, multi-family residential, retail and service-related uses, and public parking,

including a two level Village-owned parking deck located at the northeast corner of the district. Individual uses include furniture and houseware stores, restaurants, clothing stores, professional and medical offices, multi-family residential and a bank. The district's collection of a number of fashion, furnishings and design-related businesses has led to merchants coming together to brand and promote itself as the "Hubbard Woods Design District".

Buildings in the district range in size from 1 to 3 ½ stories. As with the East/West Elm district, the district is zoned C-2 General Commercial, with a substantial portion of the district (62%) also being in the Retail Overlay District.

III. Goals and Purposes

Goal for the Planning Process

To create a forum for educating and engaging stakeholders in the development of the Plan so that it is ultimately viewed as a sound representation of both the desires of the community and the realities of the commercial marketplace.

Purposes of the Planning Process

1. To inform residents, property owners, tenants and the Village about issues related to the current status and potentials for future development of the commercial districts.
2. To engage and develop cooperation and understanding among these stakeholder groups.
3. To establish credibility and transparency of the planning process.

In order to achieve the goals, it will be necessary to undertake a collaborative process that engages the stakeholders associated with the commercial districts. It is anticipated that the process will culminate in a Plan that reflects the needs and desires of the community and helps direct future decision-making as it is related to the orderly growth and development of the commercial districts. Furthermore, the Plan will provide a framework for the development of future public policy pertaining to redevelopment, infrastructure improvements and enhancements, and development of cultural resources in the commercial districts.

Goal for the Plan

To create a vision and an actionable plan for the Village's three commercial districts.

Purposes of the Plan

1. To be a tool to inform current and future stakeholders about the Village's vision and goals for the commercial districts;
2. To assist the Village Council in identifying and prioritizing public investment initiatives in the commercial districts;
3. To provide marketplace data regarding retail service, commercial and residential capacity of the three commercial districts to assist with strategy and policy development;

4. To assist developers in gaining an understanding of the type, scale, design and location of desired development;
5. To establish a development framework for site-specific re-development opportunities;
6. To develop policies related to the Village's role in economic development activities; and
7. To establish a basis for land use and zoning policies reflecting community desires and rationalizing marketplace realities.

IV. Community Outreach and Communication

Vital to the success of a Downtown Master Plan is getting different constituencies working together and staging the conversations in a logical sequence. It is critical that these conversations are not confined within the Village organization; the community as a whole must be educated and informed about the needs and vision for Winnetka's commercial districts.

To ensure that the Master Plan process is fully transparent, informative and accessible, the Consultant will outline and implement a Communication Plan that will disseminate information about the planning effort and solicit questions and/or input for constituents. Such communication tools could include: Master Plan website, interim reports, presentations to constituent groups, webcast meetings/special presentations, social media, etc. The Consultant will partner with the Village to understand the communication tools and strategies that have been most successful in the past in order to outline an appropriate Communication Plan.

The Communication Plan should reflect all the engagement opportunities the Consultant recommends as depicted in Tasks 1 to 10 from the following sequence of work. This item should be specifically addressed in the Consultant's proposal response.

V. Scope of Work

In the late 1990's, the Village engaged in a village-wide Comprehensive Plan process; ultimately adopting the Winnetka 2020 Comprehensive Plan in 1999. The *2020 Comprehensive Plan* dedicated a chapter to a review of the Village's commercial areas. While the *Winnetka 2020 Plan* did address the commercial districts through the formulation of general recommendations, it was acknowledged by the Plan Commission that a more thorough planning process should follow, which would establish a detailed and coordinated vision for the Village's commercial districts.

More recently, the call for a more detailed plan for the Village's commercial districts came from the Plan Commission in October, 2012, during its semi-annual review of the *2020 Plan*. As part of its review, the Plan Commission made the following two recommendations:

Recommendation 1 - engage the Urban Land Institute (ULI) to conduct a Technical Assistance Panel (TAP). The goal of engaging a TAP was to

have ULI members study the Village in order to provide recommendations as to how it might improve the commercial business climate. In 2013, two ULI TAPs were convened, with their results published in the fall of 2013.

Recommendation 2 - build upon the ULI study, by engaging in a “Master Planning Process.” Specifically it recommended: “...engaging a team of planning professionals (land use, market & economic analysis, traffic & civil engineering, and zoning experts) specifically focused on creating a detailed master plan for Winnetka’s business districts, including a ‘road map’ for pursuing the various public policy and legislative actions necessary to lay the ground work to ultimately implement the plan.”

This RFP is the first step in proceeding with Recommendation 2. For a number of years, particularly with the downturn of the economy in the late 2000’s, there has been a desire to improve the Village’s retail business climate. Over the past ten years, the Village has taken a number of actions in an attempt to improve the retail environment. These have ranged from small projects such as replacing brick paver crosswalks, to large ones such as examining redevelopment possibilities for the Post Office site. One of the outgrowths of the project-by- project nature of this approach is the fact that without a larger plan in place to serve as a guide, the impact of these projects has not accomplished the desired goal of creating vibrant commercial districts.

It should be noted that in addition to assistance and input from Village staff, a Downtown Master Plan Working Group (Working Group) will be established. The role of the Working Group will be to oversee the development of the Plan. It is anticipated the Working Group will be made up of elected officials, members of advisory boards/commissions, commercial property owners, merchants, residents, Chamber of Commerce, etc.

In order to develop the Plan, the Consultant will be required to undertake a number of activities. Below is the identification of the seven (7) tasks which the Consultant will need to conduct. Along with the identification of the task, there is an explanation of each, as well as a corresponding deliverable.

Task 1 – Data Collection – Existing Conditions

The Consultant, with assistance from Village staff, will work to assess existing land use, streetscape, parking, transportation and urban design conditions. This part of the Plan will require an existing conditions assessment of the entire Plan area that will identify existing land uses, parcels, buildings (including size, location and use), zoning, etc.

The Consultant will review the current Zoning Ordinance, 2020 *Comprehensive Plan*, Urban Land Institute Technical Assistance Panel (ULI TAP) Report (2013), 2014 Village Citizen Survey results (National Research Center), Commercial District Parking Study (Rich and Associates, 2006) and Commercial Districts Master Streetscape and Wayfinding Plan (2007).

Deliverables: The Consultant will provide to the Working Group a draft Existing Conditions Report for review. Based on the review comments, the Consultant will revise if necessary and provide a final Existing Conditions Report.

Task 2 Community Input – Visioning

Prior to developing a master plan, it is necessary to determine what the Village – residents, retailers, service providers, commercial property owners, shoppers from neighboring communities – wants its commercial districts to be. The goal with this component is to acquire data from various sources which in turn will be used in developing and shaping the Plan.

Whereas the Village is open to suggestions from the Consultant as to the method for receiving community input, it will require the following:

- The Consultant, with assistance from Village staff, will identify stakeholders that will be interviewed. Potential stakeholders would include elected officials, commercial property owners, business owners, developers who own property in the downtown, residents and institutional users (schools, park district, library, etc.). The Consultant will conduct interviews with a minimum of 20 community stakeholders either individually or in small groups.
- An initial meeting with Village representatives (1 meeting).
- Periodic (monthly) meetings with Working Group during Plan development (12 meetings). Two additional meetings to review final draft of the Plan.
- Periodic meetings with Village Council to provide status update reports (see Task 9 for details).
- Two public input sessions for Community Input-Visioning.
- Present Plan draft and final plan to the Village Council (3 meetings).
- Establish and maintain a Plan website. Also, develop other means of communicating with the public, i.e. phone apps, message boards, etc.

Deliverables: The Consultant will provide a report summarizing the results of the community input, including who was interviewed, what type of public input was obtained and the ideas, or visions which came out of the input.

Task 3 -Market Analysis

Historically, the Village’s “downtown success” has been measured by and tied to the occupancy of retail storefronts with retail shops. Despite strong demographics, changes in retailing have challenged that strategy. The successful Consultant should incorporate a firm understanding of the local real estate market, commercial real estate in general and the market dynamics of an affluent suburban community in order to assure the Master Plan results in a sustainable, pragmatic and feasible long-term vision for the commercial districts.

A significant component of the Master plan will be a market analysis. This analysis will provide the type of data that is a necessary component of future planning and economic development activities. More specifically, it will allow for an understanding of the

existing market in the Village, as well as to provide data on what the potential market might be. Not only will this type of analysis provide data on economic development, but it will be useful in crafting future zoning and land use policies. It is anticipated that the analysis will assess retail, restaurant, entertainment, office and residential markets.

The lead Consultant should propose three (3) market analysis firms for consideration, together with a description of the qualifications of the firms and any other pertinent factors. Proposals shall clarify within the proposed budget the amount included as an allowance for market analysis activities. The lead Consultant may propose to self-perform Market Analysis activities, but it should be detailed as a separate cost item in the project budget.

The Village reserves the right to select the Consultant which is felt to best represent the needs of the Village.

The Consultant selected for this Task will provide a Market Analysis that provides, but is not limited to, the following components:

- Review of demographic data and commercial and multiple family residential real estate markets in and around the study area;
- Assessment of existing commercial & mixed use developments and land uses in the Village, including review of each commercial districts' commercial and residential vacancy data, rental rates, real estate taxes, and other building and tenant expenses;
- Assessment of the blend, spatial distribution and/or density of office, service, retail, restaurant and multi-family residential uses within and adjacent to each commercial district;
- Review of planned or projected developments in neighboring communities within Winnetka trade area;
- Evaluation of the local market demand for the various types of commercial and multiple family residential uses;
- Identification of potential redevelopment sites together with capacity analysis and market absorption rates for commercial and multiple family residential housing;
- Report on recent and projected market trends within office, service, retail, restaurant and residential development within the market area and region;
- Findings regarding shortages and/or surplus in the various components of the downtown real estate market;
- Identify an appropriate mix of uses of an appropriate scale that is consistent with the commercial districts; and
- Identify development needs and opportunities within the commercial districts.

The market analysis should incorporate the following types of data:

- Absorption rates for retail, office and residential uses;
- Pricing for new development (land costs, leasing rates, parking construction costs, etc.);

- Identification and analysis of leasing costs (cost/s.f., taxes, etc.);
- Retail leakage; and
- Existing land values and residential rent/ownership costs.

Deliverables: The selected Consultant will provide a draft Market Analysis for the Village to review. Based on Village review comments, the Consultant will revise if necessary and provide a final Market Analysis.

Task 4 - Land Use – Overall Recommendations & Site Specific Opportunities

The Village is unique in that it has three distinct commercial districts. Each district has its own differentiating characteristics, while at the same time sharing certain common traits. One of the anticipated results of the Plan will be to distinguish the individual strengths of each district, yet at the same time knit them together in such a fashion as to create a “Winnetka downtown experience.”

There are a number of existing commercial sites which are under-utilized, or have obsolete improvements on them. In recent years, two of these properties – the Village-owned Post Office site and the privately-owned Fell property (southeast corner of Elm Street and Lincoln Avenue) – have been the subject of redevelopment studies or planned development proposals. *Task 4* of the Plan must consider a number of specific sites (up to four) and examine their capacity for redevelopment. The analysis of these sites should evaluate a range of development options and provide a specific recommendation for each site that it is economically feasible, while being compatible with surrounding land uses and contributing positively to the character and quality of the Village.

Development options to be considered by the Consultant, and recommendations to be provided should include: 1) appropriate land uses, 2) recommended site circulation and access, 3) recommended parking location and capacity, 4) building orientation, 5) setbacks, 6) height, 7) density, and 8) building massing and scale, as well as any other appropriate measures to assure compatibility.

The Consultant shall evaluate the above range of development options and provide recommendations based on economic feasibility and compatibility with surrounding land uses. In addition, the Consultant shall provide recommendations on any corresponding zoning or other code amendments necessary to achieve the plan’s objectives.

Of particular interest, and one of the primary sites to be studied, is the two-acre Village-owned Post Office parcel, together with abutting surface parking, located west of Chestnut Street between Elm and Oak Street. As such, the Consultant should demonstrate a familiarity with issues specific to the development of public property, and shall provide recommendations both on recommended development type as well as Village options for development solicitation and project delivery.

In addition to the review of the Village owned Post Office parcel, up to three (3) additional, privately-owned sites will be chosen by the Village and may include the following:

- 1.6 acre “Fell site” (multiple parcels near the SE corner of Lincoln Avenue & Elm Street)
- 0.3 acre site at 966-972 Green Bay Road (southwest corner of Green Bay Road and Merrill Street, partially vacant land);
- 3.0 acre site bounded by Spruce, Green Bay, Pine and Birch Streets (Grand Foods site);
- 0.4 acre site at 34-40 Green Bay Road (vacant land); and
- Approximately 1 acre site at 64-88 Green Bay Road (7Eleven, former Land Rover dealership, Michael restaurant).

The Working Group along with Village staff will provide direction to the Consultant as to which project areas will be studied.

Deliverables: The Consultant will provide to the Working Group a draft land use plan for all three districts, identifying existing and proposed land uses within each district.

Additionally, the Consultant will provide the Working Group with a draft concept plan for the Village-owned Post Office site, along with an additional three (3) sites to be determined in conjunction with the Working Group and Village staff. The concept plan for each of the project areas should address the factors described above and shall include a written description of the proposed development; schematic design of proposed development; articulation of design program objectives; and evaluation of economic viability.

Based on review comments on the draft plans by the Working Group, the Consultant will revise if necessary and provide a final land use plan and final site specific development plans as part of the Plan report.

Task 5- Parking, Transportation and Circulation

The commercial districts draw people by foot, bicycle, train, bus and car. Given the multi-model nature of transportation in the commercial districts, the Plan needs to address all forms of transportation. Not only do they need to be examined individually, but the Consultant must also study how they interact with each other and their collective impact on the districts.

Over the past eight years, the Village has engaged in several parking and transportation plans. In January 2006, the Village had a commercial parking district study done by Rich and Associates. In 2007, the Village completed the Commercial District Master Streetscape and Wayfinding Plan, led by the Lakota Group and Spaceco Inc. In addition to this plan focusing on traditional streetscape components and signage, a significant portion of the plan focused on parking improvements and street geometrics. Finally, in

2014, the Village reviewed its commercial parking district regulations and will be amending its Zoning Ordinance to address several parking-related concerns.

The Consultant will be familiar with existing traffic, circulation and access in the commercial districts, and shall provide an analysis of the Village's roadway, parking and pedestrian circulation system which incorporates but is not limited to the following components:

- Review the current parking availability and utilization in both Village- owned off-street parking facilities and on-street parking areas; provide an assessment of parking shortages and surpluses;
- Provide recommended strategies for increasing parking availability where necessary;
- Review existing Village parking controls, signage and permitting, with identification of appropriate "best practices" and recommendations for improving the effectiveness and usage of limited Village parking resources;
- Provide recommendations related to commercial parking "leakage" into adjoining residential neighborhoods, together with recommendations for minimizing or eliminating;
- Review pedestrian access within (and into) each commercial district, including identification of recommended improvements to signage, lighting, pavement, crosswalks, intersection configuration or other safety factors;
- Review bicycle usage within each district and identify appropriate strategies to improve bicycle safety and access.
- Examine potential improvements that would serve to connect the three commercial districts; and
- Develop other recommendations to improve the bicycle and pedestrian environment, such as sidewalk enhancements, mid-block crossings, pedestrian plazas, bicycle lanes, etc.

Deliverables: Provide to the Working Group a stand-alone parking and transportation report for review. In addition to the above items, the report should include maps, collected data, and appropriate graphics detailing the following: 1) traffic counts (average daily trips); 2) parking counts; and 3) identification of all on and off-street parking areas, including type of parking (commuter, employee, shopper, etc.) and associated time limitations. The report should also include a narrative communicating potential and recommended strategies for improving the function and appearance of parking, roadway, pedestrian, bicycle and public transportation facilities.

Task 6- Infrastructure

Infrastructure includes a number of items, all of which play a part in providing a foundation for enhancing the commercial districts. Some of the infrastructure includes below-grade utilities (water mains and electric power) that are never seen, but if not adequately sized, or in poor condition, will affect future development. Other infrastructure is still rather utilitarian in nature, but at the same time, either adds to or

detracts from the look of the commercial districts, especially visible items such as street lights and sidewalks.

The Village's 2007 *Commercial Districts Master Streetscape and Wayfinding Plan* identified a number of streetscape improvements that could be made, ranging from installation of new brick paver sidewalks, to pedestrian lighting, to street furniture location and style. While the 2007 Plan has not been implemented, the Village has undertaken certain improvements to elements within the scope of that plan. Improvements undertaken since 2007 include the replacement of brick crosswalks, installation of floral baskets and the rehabilitation of the Hubbard Woods Parking Structure, as well as the re-painting of street light poles and replacement of trash/recycling receptacles.

The Consultant should evaluate the 2007 *Streetscape and Wayfinding Plan* and identify which parts of it might be implemented or modified.

In developing an Infrastructure plan, the Consultant should examine and consider the following:

- Public utilities – water mains, electric, storm sewers, parking lots;
- Streetscape – sidewalks, lighting, on-street parking, landscaping, street furniture;
- Wayfinding signage; and
- Technology amenities (Wi-Fi coverage, real time bus/train arrival information, parking management and payment systems, etc.).

Deliverables: Provide to the Working Group a draft report identifying what infrastructure improvements should be made. Based on review comments on the draft plans by the Working Group, the Consultant will revise if necessary and provide a final infrastructure narrative as part of the Plan report. The report should also include maps identifying existing utilities and location of proposed infrastructure improvements.

Task 7- Land Use and Regulatory Review

Upon completion of the ULI TAP process in 2013, the Village Council directed its advisory boards to conduct further study of the Village's commercial zoning standards in order to assess whether they were encouraging appropriate types of development. To differing degrees, the Business Community Development Commission, Plan Commission and Zoning Board of Appeals have reviewed and made recommendations to the Village Council as follows below.

Retail Overlay District - The Council directed that the advisory boards review the original purpose and current impact of the Retail Overlay District on commercial occupancy rates, in light of fundamental shifts in retailing and commercial real estate that have occurred since being first adopted in 1989. The review that followed resulted in varying recommendations from the three different advisory boards. The Village Council has opted to delay immediate action on modification

to the Retail Overlay District out of a desire to complete the downtown plan process in order to collect additional public input, market data and expertise.

Parking requirements, building height and density limitations- The ULI TAP Report recommended that the Village consider a number of changes to the Village Code. Based on subsequent review of recommendations made by advisory boards, the Village Council has scheduled public hearings for zoning amendments that would 1) reduce parking requirements for downtown residential units and 2) increase allowable building height in central areas of the business districts.

In order to consider additional changes to the regulatory environment, the Consultant will review the following regulations:

- Commercial sign code;
- Zoning Ordinance;
- Retail Overlay District; and
- Commercial Design Guidelines.

The Consultant's review should evaluate existing regulations in order to assure that they promote quality development that maintains and enhances the character of the Village. The regulatory review will not entail a complete re-write of the regulations, but rather a more limited review with a series of recommendations aimed at identifying issues that may need additional study.

Deliverables: Provide to the Working Group a draft written report recommending which regulatory areas need further review and study. Based on review comments on the draft plans by the Working Group, the Consultant will revise if necessary and provide a final narrative as part of the Plan report.

Task 8 - Implementation Strategies – Providing Options and Analysis

By pursuing the activities associated with the Plan, it is expected that the Consultant will recommend a number of implementation strategies. It is anticipated that these strategies could include those of an administrative nature, such as amendments to the commercial district zoning regulations; or they may be more project specific, such as implementation of a wayfinding signage program.

The Consultant must develop strategies that provide a framework and realistic timeframes for implementing the Plan. The Consultant will need to describe and illustrate the strategies, starting from existing conditions and continuing through implementation. The discussion of each recommendation should include the rationale for prioritization of optional strategies, identifying stakeholders, cost estimates, phasing and other factors for each of the options. It is imperative that the Consultant demonstrate an ability to make recommendations that are action-oriented and realistic in nature.

Deliverables: Provide to the Working Group for their review, a draft Implementation Strategies Report. Based on review comments of the draft Report, the Consultant will revise if necessary and provide a final report as part of the Plan.

Task 9 – Schedule of Reports to Village Council

Throughout the planning process, the Consultant and the Working Group will bring to the Village Council for its review the deliverables identified in the Consultant Tasks, as well as other issues of policy and vision that will require the Village Council’s endorsement. It should be clear that the Village Council is the sole body entrusted with the responsibility to make policy decisions.

Deliverables: The Consultant shall present a minimum of three (3) “Check Point” reports to the Village Council as listed below:

- Presentation of Tasks 1 & 2 (at conclusion of Task 2)
- Presentation of Task 3 (at conclusion of Task 3)
- Presentation of Tasks 4, 5 and 6 (at conclusion of Task 6)

Task 10 – Final Report and Adoption

Upon completion of *Tasks 1 – 9*, the Consultant will prepare a draft Plan Report including the deliverables identified for each task. This draft will be reviewed by the Working Group. Based on review comments of the draft Report, the Consultant will revise if necessary. The resultant Plan will be forwarded to the Village Council for its consideration for final approval and adoption. This Task will include two (2) meetings with the Working Group and two (2) meetings with the Village Council.

Deliverables: Provide a draft report (25 hard copies and one digital copy) to the Working Group. Provide a final Plan. If necessary, based on Village Council comments, revise the plan and submit 25 hard copies and one digital copy of the final Plan.

VI. Submission Requirements

1. Proposal information shall be presented, to the extent possible, in a manner corresponding to, and identified by, the section or Task titles stated in this RFP.
2. To be considered complete, Proposals must address the issues raised, outline the approach to each Task deliverable, and provide a complete response to the information requested, in the various Sections of this RFP. Each Consultant must submit the information listed below:
 - a. Letter of intent reflecting the Consultant’s understanding of the project.
 - b. Statement of Qualifications - Provide a summary of the Consultant’s background, capabilities, experience and qualifications. Include a reasonably detailed synopsis of similar assignments and projects of comparable work during the last five years. Provide the same information for any sub-Consultants.
 - c. Names, addresses and responsibilities of key personnel participating in the project. Include resumes for key personnel.
 - d. Clearly specify which personnel will work on various aspects of the project. Include designation of project principal and project manager. Specify any

- other ongoing projects to which the workgroup is already committed and would be performing at the same time as work for the Village of Winnetka.
- e. Provide a project timeline inclusive of all Tasks and deliverables and an estimated date of completion.
- f. Provide a pricing proposal with a breakdown of the number of hours required per Task and total cost per Task. Provide hourly rates for all personnel involved in the project.
- g. Provide a description of the type and level of support the Consultant will require/expect from the Village for each project phase.
- h. Names, addresses, email addresses and telephone numbers of a minimum of five (5) references for similar projects.

VII. Description of the Consultant’s approach to the project and a proposed work plan.

VIII. Project Timeframe

1. Timeframe - Proposal and Review Process
 - Release of RFP.....February 16, 2015
 - RFP responses due.....March 11, 2015
 - Internal review of responses.....March 11 – March 20, 2015
 - Interviews.....March 23 – April 10, 2015
 - Negotiation with consultant.....April 10 – April 15, 2015
 - Village Council approval.....April 21 – May 5, 2015

2. Proposal Submission – Time and Manner
 - a. Proposals will be accepted until 11:00 am on March 11, 2015. Proposals submitted after that date and time will not be considered. The ultimate responsibility for the delivery of the Proposal rests solely with the Consultant. The Village will make no exception to the submission deadline based upon postal or other delivery served delays, even when untimely delivery of the Proposal was no fault of the Consultant.
 - b. Proposals shall be sealed and marked “Proposal: Downtown Master Plan for the Village of Winnetka” and delivered to:
 - Nick Mostardo
 - Purchasing Agent
 - Village of Winnetka
 - 510 Green Bay Rd.
 - Winnetka, IL 60093
 - c. Proposals sent by fax or e-mail will not be accepted.
 - d. Proposals shall be bound in one (1) single document.
 - e. A total of ten (10) printed copies of the Proposal shall be submitted. The Village shall not be obligated to return any Proposals or materials submitted.
 - f. Compliance Affidavit see link: <http://goo.gl/BxCgsY>
 - g. Proposals shall also be submitted in electronic format (pdf).
 - h. Proposals may be withdrawn at any time prior to the final submission date by sending written notification of its withdrawal. The Consultant may thereafter

submit a new Proposal prior to the final submission date; or submit written modification or addition to a proposal prior to the final submission date. Modifications offered in any other manner, oral or written, will not be considered. A final proposal cannot be changed or withdrawn after the time designated for receipt, except for modifications requested by the Village after the date of receipt or following interviews.

IX. Evaluation Criteria and Selection

The Village will be the sole and final judge of the merits of the Proposals submitted. The Proposals will be evaluated by the following criteria:

1. Compliance with the RFP requirements.
2. Previous experience and capabilities in comparable projects and the Consultant's technical experience with comprehensive and downtown planning.
3. A demonstration of the ability to provide creative solutions in developed communities which are implemented and accepted by the community.
4. The specific approach the Consultant takes for the project. Although the Village has identified the scope of services required, in some cases the Consultant is provided leeway toward the approach and methodology of the services. The Consultant shall become familiar with the previous Village downtown planning efforts and documents. The Proposal should reflect a specific approach and outline of the project.
5. Past record of performance on projects with other governmental agencies, including such factors as control of costs, quality of work and ability to meet schedules.
6. Capacity of the Consultant to perform within the specified time frames.
7. Qualifications of the individuals and sub-Consultants who will have direct involvement with the tasks of this project.
8. Overall proposed cost.

The Village anticipates that the entire project will be completed in ten (10) to twelve (12) months.

X. Recommended Reference List - see link: <http://goo.gl/BxCgsY>

1. 2020 Comprehensive Plan, Chapter V, Green Bay Road Corridor & Business Districts Issues and Recommendations
2. Village of Winnetka Zoning Ordinance, Chapters 17.40, C-1 Limited Retail Commercial District and 17.44, C-2 General Retail Commercial District
3. Zoning District Maps, including 2010 District Overlay Map
4. Village of Winnetka Commercial District Parking Study
5. Village of Winnetka Commercial Districts Master Streetscape and Wayfinding Plan
6. ULI TAP Report, Winnetka Commercial Districts
7. ULI Shopper Survey Results
8. 512 Chestnut Street Post Office Lease (2014)
9. Final Ad Hoc Committee Report on the Post Office Site (2007)
10. 2014 Village Citizen Survey Results (2015)

ATTACHMENT #2:
Teska Proposal

A PROPOSAL FOR

Village of Winnetka's **DOWNTOWN MASTER PLAN (RFP #015-005)**



Submitted by Teska Associates, Inc.
March 11, 2015



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March 11, 2015

Mr. Nick Mostardo, Purchasing Agent
Village of Winnetka
510 Green Bay Road
Winnetka, IL 60093

Dear Mr. Mostardo,

Teska Associates is pleased to submit this proposal to provide professional planning services to the Village of Winnetka to prepare a Downtown Master Plan. Our firm has 40 years of experience providing land use, urban design, economic development, and development regulation services to clients throughout the Chicago area and beyond, including clients on the North Shore. Our team includes Sam Schwartz Engineering who will provide expertise in the areas of parking, transportation, and circulation. We also are recommending three market analysis firms to the Village of Winnetka: Goodman Williams Group, HR&A, and Valerie S. Kretchmer Associates, Inc. Their materials can be found in Section 9.

Teska's experience in planning for commercial areas ranges from the very early stages of visioning and policy development to helping clients select and negotiate with preferred developers for selected sites. The firm's professionals have backgrounds in varied areas of planning practice that allow us to provide expertise in many aspects of commercial area planning such as: land use, zoning, landscape architecture, urban design, site planning and development evaluation. In addition, our clients include both the public and private sectors. In working with the development community, we have come to understand well the realities and fine details faced by developers in site design.

For this assignment, the Project Manager who will lead all aspects of the work and serve as primary contact person for the proposal, is Michael Blue, FAICP. Michael has nearly 30 years of experience in planning, having worked in both the public and private sectors. For ten years, Michael was Director of Community Development in nearby Highland Park. Our Project Principal for the assignment is Scott Goldstein, AICP, LEED AP. Scott brings particular expertise in the area of economic development and will be the firm's point person integrating land use strategies with market analysis. Scott will work closely with the market analysis firm selected by the Village to ensure continuity between market conditions (current and future) and land use decisions.

The lead for Sam Schwartz Engineering will be Mark de la Vergne, the firm's Growth + Innovation Principal and Director of Transportation Planning. Mark has been described by ENR Midwest as "one of the nation's leading experts on multi-modal transportation," and will bring his experience to the unique conditions of Winnetka's business districts, which have a wide variety of transportation assets and challenges, from parking to pedestrian and bicycle movement.

The consultant team stands ready to assist the Village of Winnetka in preparing a downtown plan. Having served many communities facing similar questions about business district success, we understand the complexities of balancing Village and property owners' needs, the delicate balance between a desirable community character and the intensity of development needed for a viable project, and the difference between having enough parking and having it located where it is most desired by shoppers.

Similarly, our team understands working in built-out, well-established communities with high expectations. Having served virtually every community on the North Shore, we understand the great importance of decisions these communities face. Being so well established, there can be much concern over even seemingly small changes in land uses, or even individual stores. Planning in this type of community requires preparation and communication, as is reflected in the work approach set out in the RFP. We respect, appreciate, and have extensive experience working in these types of environments.

The direction set forth by the Village for this plan in the RFP is clear and appropriate. The selected consultants must be mindful of advancing community needs, acknowledging market realities, and creating an implementable plan. This is an approach we embrace and feel very comfortable with. We look forward to discussing our credentials and this assignment with you further, and having a chance to serve the Village in preparing a new downtown plan.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Blue". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Michael Blue, FAICP
Principal

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SECTION ONE

APPROACH

6 GUIDING PRINCIPLES

Our approach to preparing Winnetka’s Downtown Master Plan is guided by 6 primary principles:

1 UNDERSTANDING THE AREA

Teska Associates, Inc. has worked in virtually every community in the North Shore, including Winnetka. The firm’s experiences range from comprehensive and downtown plans to strategic planning.

2 UNDERSTANDING THE COMMUNITY AND BUILDING ON WHAT’S BEEN DONE

Winnetka’s Downtown Master Plan will continue the community’s vital planning traditions in maintaining strength in its commercial corridors.

3 PLANS THAT ARE IMPLEMENTATION ORIENTED

Implementation steps will rely on available budgets and resources to create a manageable list of priorities.

4 SUCCESSFUL COMMUNITY INPUT

Residents’ opinions and feedback on the process will be accommodated in a variety of formats to involve the most people possible.

5 PARKING, TRANSPORTATION AND CIRCULATION

Improving the parking situation will involve a study of supply, demand and messaging.

6 STAYING ON BUDGET AND SCHEDULE

Teska Associates, Inc. celebrates 40 years of projects completed on time and on budget.

Virtually every community in the Chicago area would be envious of the strengths of the business districts in Winnetka – with high median income and spending power, multiple Metra stations with frequent trains and one of the highest transit ridership levels in the region, unique destination stores and restaurants, and interesting architecture. Yet there are significant challenges to take advantage of these resources, from limited parking to aging buildings on small lots, to complex land ownership.

The goals and purpose of the downtown plan are well articulated in the Request for Proposals. We agree that a robust, transparent community planning process is absolutely essential to help maintain a community of lasting value. Further, the plan should be developed to understand and reflect marketplace realities, and apply those findings to land use, zoning, and infrastructure decisions. Lastly, and perhaps most significantly, the plan and the process of preparing the plan must provide elected officials with the confidence needed to make sound decisions to implement the plan. All these areas of focus identified by the Village are ones with which we concur and incorporate into our work. With that in mind, key aspects of our approach to this assignment are described below.

1: Understanding the Area

Teska has worked extensively in virtually every community along the North Shore, including recently working with the Village of Winnetka on a stormwater management assignment (The Water Solutions Project). We thoroughly understand the level of expectations in these communities and it is our home base. Our team's principals have a professional and / or community service relationship with nearly every community along Lake Michigan from Evanston to Lake Bluff. Just a few of Teska's relevant work projects are having served:

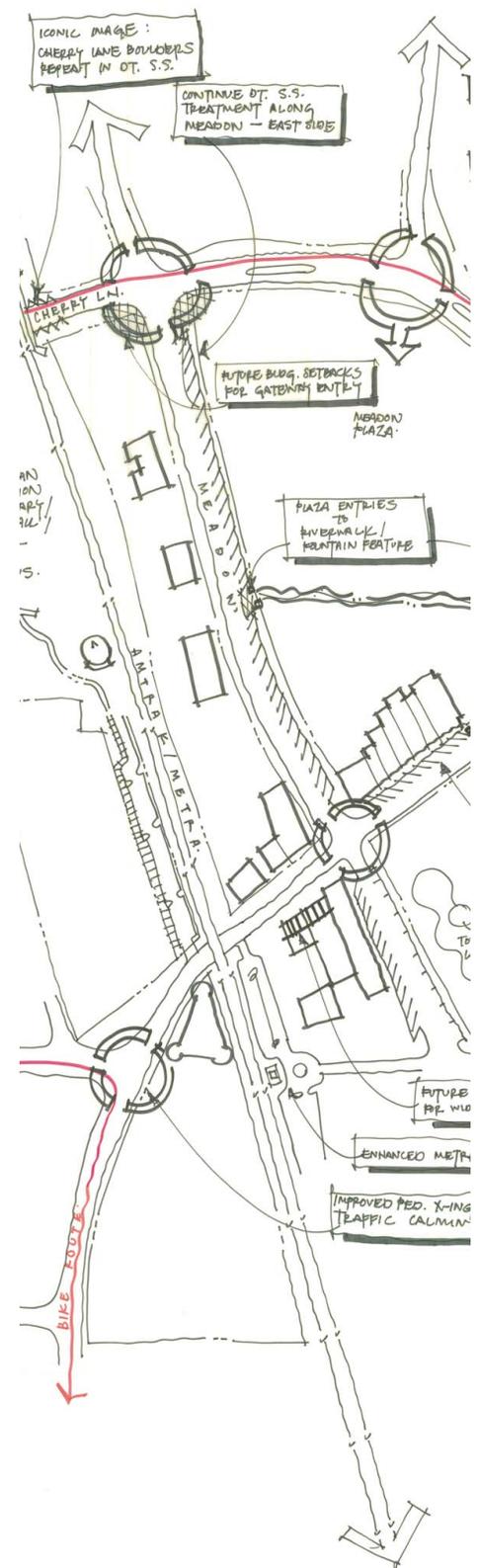
Village of Glencoe: Teska has prepared comprehensive and downtown plans for the Village. This included evaluating redevelopment options for the Village Court parking lot in the downtown. The options included construction of a parking structure, a mixed use redevelopment, enhancing the existing parking lot, or maintaining the status quo. These options were considered in light of how they would impact the character of downtown, the existing businesses, and parking in the area. To understand visual impacts, three dimensional bulk studies of the site were prepared. A complete parking analysis and community survey on parking issues were also conducted. A robust community input process is currently involving a range of both "high-tech" and in person techniques into an update of the comprehensive plan that has a major focus on the downtown area.

City of Lake Forest: The City of Lake Forest acquired property and buildings on the northern edge of its historic downtown over a number of years. The properties have been put to various public and private uses, all of which had become obsolete.

The City had offered the property to private developers, but had found the proposals for development wanting. The City retained Teska Associates to prepare a strategic plan for redevelopment and to orchestrate the selection of a private developer to achieve the goal of redevelopment that fit its context and contributed to the strength and diversity of its downtown and neighborhoods. Along the way, Teska prepared development guidelines, adopted by Plan Commission and City Council, which provided guidance for the selection of a development team most likely to achieve both City and developer goals. The result was the successful recruitment and selection of Focus Development, which has planned a mixed residential redevelopment of 174 dwellings with a development pattern that leaves more than 60% of the 10 acre site in public open space.

Northbrook Downtown: Teska worked with the Village to evaluate redevelopment scenarios in light of development market potentials, site development potential and Village goals for redevelopment. A separate market analysis firm provided market evaluation services on this project and brought the insights of active developers who informed the process on market realities.

Midtown Square, Downtown Glenview: Teska worked last year with the developer of the largest mixed-use redevelopment effort in Downtown Glenview. Teska completed the fiscal analysis to show the benefits and costs to the Village. The project was recently completed. Through these experiences with private developers, we understand the dynamics of downtown redevelopment from the vantage of both public and private sectors.



PRELIMINARY SKETCH PLAN FROM PLANNING WORKSHOP.



WINNETKA VILLAGE HALL

2: Understanding the Community and Building on What's Been Done

Winnetka has a long planning and implementation history, the first plan having been adopted in 1921. What is exciting is that these efforts can be seen every day by residents in the form of significant improvements like the below grade railroad line or creating Green Bay Road from a collection of existing streets to move traffic off of Sheridan (as recommended in that 1921 plan).

The unique nature of the multi-centered downtown requires a coordinated approach that takes into account the unique assets and challenges of each area into account. We will work to build on the personality and market niche of each district to maximize the experience of each one. The goal is not simply more development; it is about a sense of community well-being, quality of life and local pride.

The Downtown Master Plan will continue this planning tradition to maintain the strength and relevance of the commercial districts. The start to this process is building on the quality planning work done by and for the Village. In particular, Chapter V of the Winnetka 2020 Comprehensive Plan and the 2013 Urban Land Institute Technical Assistance Panel established a sound basis of local policies, community expectations, and market based insights about the downtown. The directions set in those reports will be evaluated and tested with the community to understand how their recommendations should be considered and incorporated into the downtown plan.

3: Plans that are Implementation Oriented

Plan implementation is an essential component of a useful downtown plan. However, it can't just be a laundry list of high priority items to be accomplished by staff in the 0 to 3 year time frame. It must be understood that implementation tasks are conducted based on available budget and resources.

Too often plans contain a list of action items, failing to realize that the community's plan implementation (as important as it may be) will compete for staff time and resources with other projects and programs. Our team strives to provide implementation actions that are aspirational in objective but practical in how they can be achieved. Where appropriate, some recent assignments – such as the Lombard Revitalization Plan – have formatted as a “project guidebook” to highlight an action oriented approach. Similarly, we are currently completing a Strategic / Economic Development Plan for the City of Warrenville, which is designed to focus on and prioritize a limited number of the most important actions for the community to conduct that will have the greatest impact.

The graphic features the title 'DOWNTOWN LOMBARD' in large, bold, purple letters, flanked by stylized purple flower icons. Below this is a dark purple horizontal bar with the text 'PROJECT GUIDEBOOK REVITALIZATION HIGHLIGHTS' in white. Underneath this bar are seven light purple rectangular boxes, each containing a category name in white capital letters: CONCEPT PLANS, PUBLIC ART, STREET SCAPE, FACADE STUDIES, VISUAL IDENTITY, SIGNAGE DESIGN, and MULTI MODAL.

Q: WHAT IS THE PROJECT GUIDEBOOK?

Over the past several years, the Lombard community has completed a variety of planning and visioning efforts for Downtown Lombard. These efforts represent a series of steps aimed at creating a comprehensive revitalization strategy for Downtown Lombard. The 2009 visioning process identified the community's desires for the improvement and progression of Downtown Lombard.

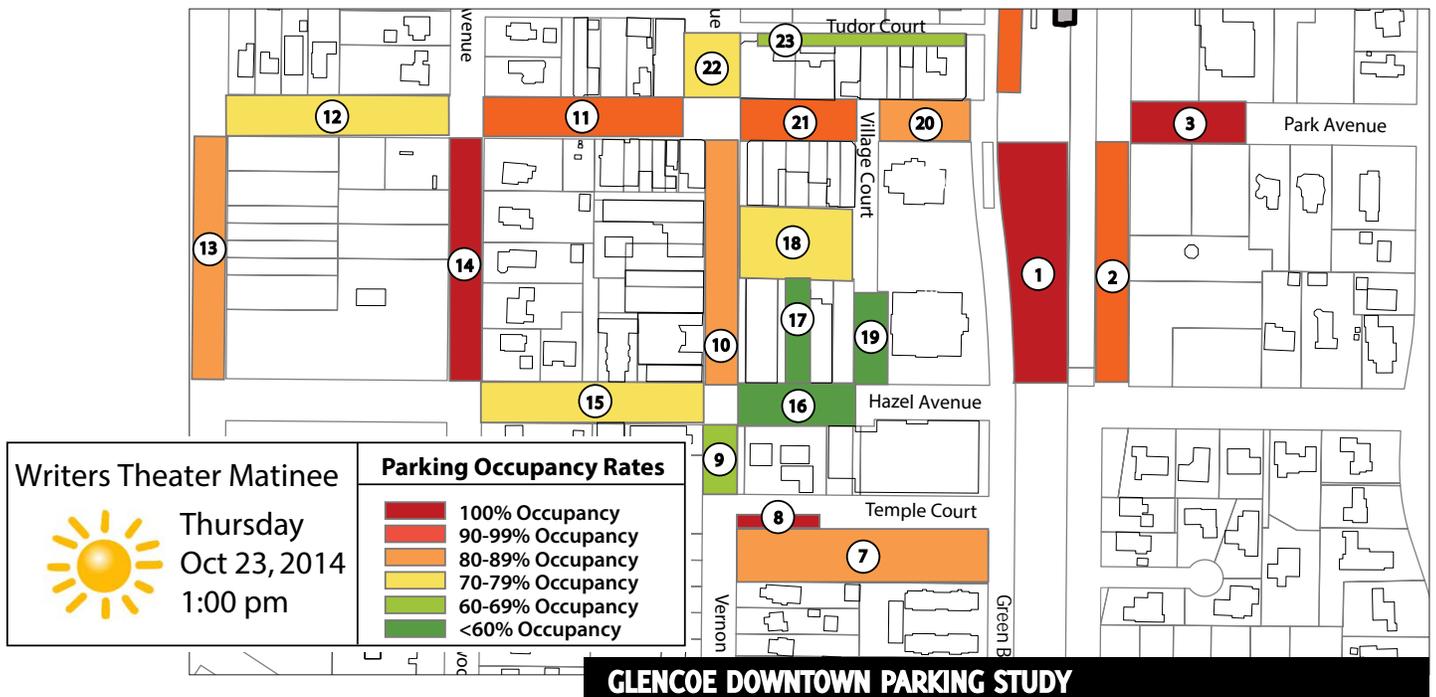
The Lombard Downtown Revitalization Project Guidebook builds upon these efforts by providing a comprehensive and cohesive series of recommendations that outline specific strategies and improvements to guide the community in achieving its vision for a revitalized Downtown. Distin-

EARLY ACTION PROJECTS

- » Façade enhancements *
- » Economic development strategies
- » Development of Hammerschmidt Site
- » Improvements to 10-14 W St Charles sites
- » Consolidation of 104-106 St. Charles sites
- » Redevelopment options on the Fifth Third



In addition to community meetings, interviews, and focus groups, Teska can provide a variety of interactive outreach tools. These examples from Glencoe have helped build excitement and participation in the plan and reached new constituencies that have not typically attended public meetings in the past.



4: Successful Community Input

Successful public input includes a wide range of activities as reflected in the RFP. This is done to ensure that residents, business and property owners, and anyone who is interested has a comfortable forum in which to participate.

Not everyone is comfortable speaking from a podium at a public meeting, some prefer to draw on a map, craft a letter, or send an email from home. These will all be accommodated in the Downtown Plan.

But today's planning projects must embrace and take advantage of modern communications tools. The plan would certainly include meetings with stakeholders, Working Group, and Village Council as noted in the RFP. However, 21st century public engagement is much more. We anticipate using input techniques that include a web site, social media, and a mobile phone plan app. We call this "Total Engagement" and have used it successfully in many communities, particularly in preparing the Glencoe Downtown Tune up. In that process a mobile phone app was used to allow ongoing and easy access to the process, and send timely notifications to interested residents of upcoming events related to the plan.

5: Parking, Transportation and Circulation

The business districts in Winnetka have grown up tied to transportation infrastructure from the historic route of Green Bay Road to the three Metra Stations and the road network that has developed around each of these stations. This has created unique assets for the districts, but also challenges.

Parking is a visitor's first and last experience in Downtown so its importance cannot be understated. And for successful downtowns, the issues associated with parking (convenience, price, location) are often the byproducts of this success. We not only need to address these issues, but also the perception of parking and understand if it matches the reality of the situation. Responding to perceptions, as opposed to realities, often results in poor decision making with regards to the amount of capital and land that is dedicated to parking.

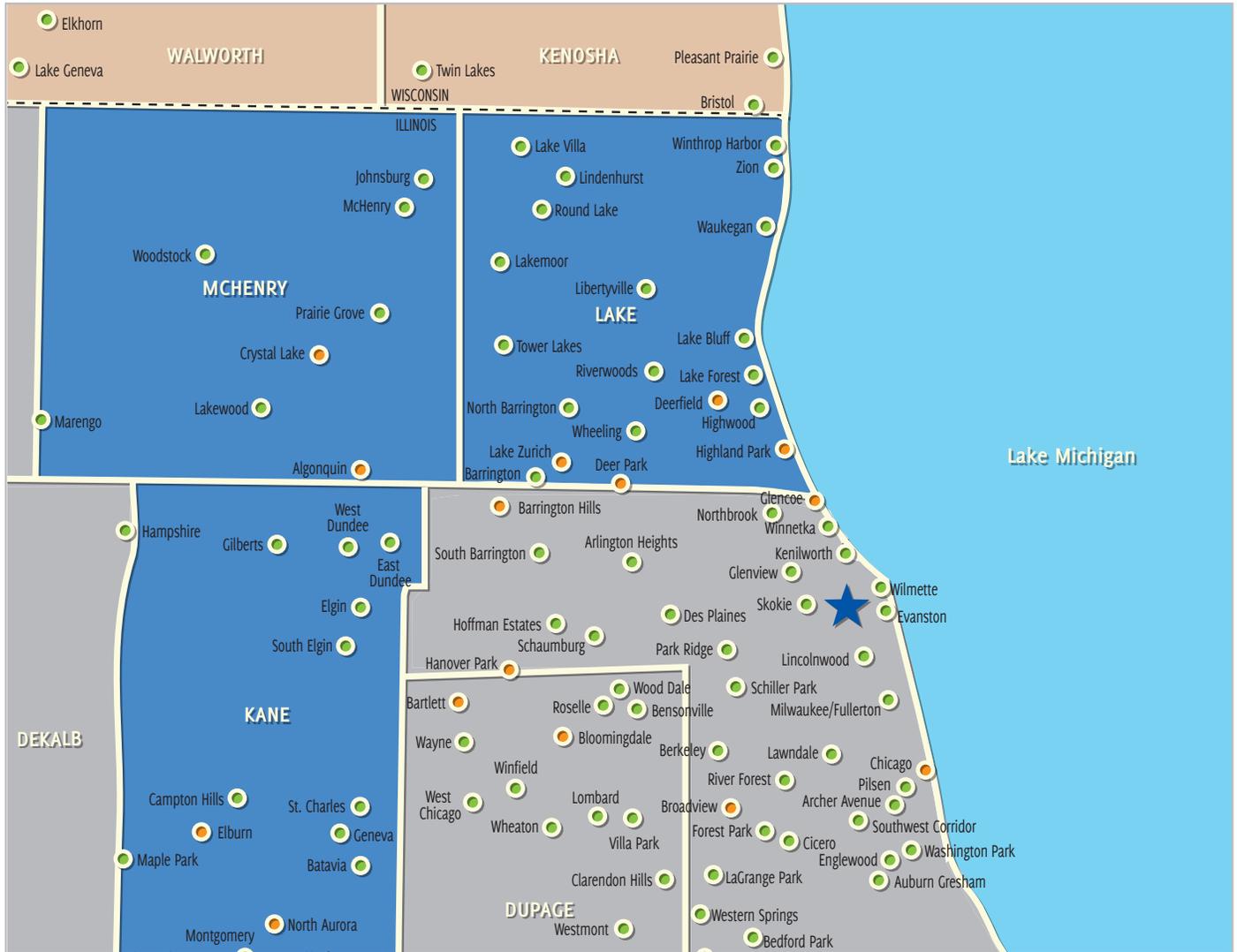
Improving a parking situation requires addressing it from three aspects: supply, demand, and messaging. The easiest solution, providing more parking, is also the most costly solution. Changing demand can be very difficult, because it's a behavior change that takes time and persistence. This is why we also focus on addressing the perception of parking through individual conversations and large public forums. We go beyond simply showing people tables but develop clear and concise infographics that explain the situation and what needs to be improved. This has resulted in great success in making changes in parking decisions on policy, supply, and pricing.

SSE's is a national leader in understanding and taking advantage of pedestrian, bicycle, transit and cars. SSE not only understands innovative design solutions but practical implementation of these techniques that will be custom tailored for Winnetka.



CHICAGO METRO AREA CLIENT MAP

LEGEND ● TESKA CLIENTS ● CONTINUING SERVICE CLIENTS ■ COUNTY CLIENTS ★ OFFICE LOCATIONS



6: Staying on budget and schedule

Teska has a proven record of completing projects on time and on budget. Our clients are communities ranging from large to small; our projects range from simple to complex.

This experience will help us work with Winnetka to ensure thoughtful use of Village resources. Teska celebrates 40 years of service to clients, primarily in and near the Chicago metropolitan area. Many of those clients are repeat customers, some dating back decades. These relationships are built on providing quality work and a commitment to meet clients' needs. This approach would be foremost in our work on the Winnetka Downtown Master Plan.

SECTION TWO

STATEMENT OF QUALIFICATIONS

Since 1975, Teska has provided public and private sector clients with professional services directed toward the development and revitalization of our nation's communities. Our team of experts respond to a wide range of topics and complexities, while specializing in community planning, landscape architecture, site design, economic development, and creative engagement.

Evanston Office

627 Grove Street
Evanston, Illinois 60201
847.869.2015

Plainfield Office

24103 West Lockport Street, Unit 107
Plainfield, IL 60544
815.436.9485



www.teskaassociates.com



www.facebook.com/Teska1975



www.linkedin.com/company/teska-associates



Project contact:
Michael Blue, FAICP
mblue@teskaassociates.com
847.869.2015 ext. 200

SECTION THREE

KEY PROJECT PERSONNEL

An overview of Teska Associates, Inc. and key project personnel are highlighted on the following pages. Individual resumes are included at the end of the proposal.

TESKA ASSOCIATES, INC. (TESKA)

Planning & Engagement

Teska Associates, Inc. is a planning and landscape design firm with seventeen professional staff based in Evanston and Plainfield, Illinois. The firm specializes in planning, development economics, community engagement, landscape architecture, and site design. The firm has completed dozens of comprehensive plans, corridor and sub-corridor plans, special area, neighborhood and downtown plans, and transit-oriented / urban redevelopment projects - all of which have incorporated cutting edge designs, new media, outreach tools, and visualization graphics to enhance the clarity and usability of the plans.

TEAM MEMBERS



Michael Blue, FAICP

Project Principal: Michael will serve as project manager and key point of contact with the Village. In this role he will oversee the overall completion of work and be present at client meetings. Primary concurrent projects: CMAP – Homes for a Changing Region and City of Champaign Zoning Rewrite.



Scott Goldstein, LEED AP, AICP

Development Specialist: Scott will serve as development specialist for the project. In addition to assisting public meetings and plan development, he will be the firm's lead in working with the market analysis firm to evaluate finds and develop economic development recommendations. Primary concurrent projects: 119th Street Corridor Plan and Eligibility Study for Halsted/119th Street SSA.



Lee Brown, FAICP

Principal Review: Principal Review – Lee will review and provide insight into major tasks and products of the project, sharing his extensive experience regarding business district planning and development. Primary concurrent projects: Glencoe Downtown Plan and Lake Forest Laurel Western Redevelopment.



Brittany Bagent, LEED AP

Project Planner: Brittany will handle data collection, analysis, and research tasks. She will also assist with public input tasks and provide support on other aspects of the project. Primary concurrent projects: Commercial Market Study in Willowbrook and interactive fiscal impact tool for Winfield.



Erin Cigliano, AICP

Engagement & Design Specialist: As community planner and new media specialist, Erin will be involved with guiding the public process, developing the project website, and designing dynamic graphic layouts for the Plan. Primary concurrent projects: Glencoe Downtown Tuneup and SSA 51/Chatham Business Association Marketing Booklet.



Jodi Mariano, RLA CLARB

Lead Urban Designer : Jodi will lead all urban design and land planning aspects of the project. Primary concurrent projects: Lake Bluff Downtown Subarea Plan, Orland Park Branding and Wayfinding Signage Plan, and Mt. Prospect Milwaukee Avenue Corridor Plan.



Dominic Suardini

Project Designer: Dom will prepare site planning and urban design plans for the project such as preparing development scenarios, streetscape designs, wayfinding graphics, etc. Primary concurrent projects: Lake Bluff Downtown Subarea Plan and Evanston Downtown Wayfinding Plan.

SAM SCHWARTZ ENGINEERING (SSE)

Transportation Engineer

Sam Schwartz Engineering, PLLC (SSE) is an 80-person multi-modal transportation engineering and transportation planning firm with offices in Chicago, New York City, Los Angeles, Newark, Washington, DC and Tampa.

SSE's planning staff has worked closely with the City of Chicago over the last two years transforming Chicago's streets and the Department of Transportation as an agency. Our work includes the planning and development of Divvy, the nation's second largest bike share system, the writing and publication of the Chicago Pedestrian Plan, widely regarded as the most progressive pedestrian policy document in the United States, and the development of a 645-mile citywide bike network, identifying over 100 miles of protected bike lanes. SSE continues this work later into the fall, assisting with Chicago's Bus Rapid Transit Master Plan.

SSE's reputation is defined by our creativity in protecting the public way, designing protected bike lanes, converting roadway space to pedestrian plazas, and innovating access for spaces in need. Utilizing traditional metrics like traffic volumes and geometric standards as a foundation for our work, SSE has the creative expertise and ingenuity to transform everyday streets and communities around the country into safer, happier, and healthier places.



Mark de la Vergne

Lead Transportation Planner: Mark will serve as the primary project member for all transportation, parking, and connectivity aspects of the assignment, and be the primary contact for Sam Schwartz Engineering. Primary concurrent projects: Molene Downtown Plan and Grand Rapids Downtown Plan.



Joe Iacobucci

Lead Transportation Planner: Joe will provide analysis, findings and recommendation on transit related aspects of the project and how those can be integrated into the overall success of the districts. Primary concurrent projects: North Lakeshore Drive Transit Analysis and PACE Bus Stop Identification Study.

MARKET ANALYSIS FIRMS

See key project personnel from each market analysis firm in Section 9.

SECTION FOUR

PROPOSED WORK PLAN

INTRODUCTION

The work plan provided in the RFP is thorough and appropriate for a downtown / business district plan and we propose to follow it. Details of our methodology for the specific tasks are noted in the sections below, along with anticipated task deliverables, meetings and role of Village staff.

TASK 1

DATA COLLECTION – EXISTING CONDITIONS

Primary work in this task will consist of field data collection, and review of policy and regulatory related Village documents. As specified in the RFP, data would be collected for the overall study area at the parcel / building level and include: land use, streetscape, parking, transportation systems, urban design conditions, and zoning. Existing conditions contained in Village reports, documents, databases or the GIS system would be used as a base line for data collection and then field verified as needed.

Existing Village plans and regulatory ordinances will be reviewed to determine their relevance to and impact on the study area. The consultant will confer with Village staff and the Working Group to best understand the status of implementation recommendations in the plans, consistency of current development regulations with those plans, and the extent to which development regulations support desired forms of development in the study area. This evaluation (in concert with the data collection described above and the stakeholder discussions in Task 2) is an important start to the process. It defines an initial understanding for the consultant team of the policy objectives of the Village, and the relative consistency of these objectives with existing conditions of the study area. In short, this task frames the question “Are we where we want to be? And if not, what is the difference between our goals and where we are today?”

Deliverable Existing Conditions Report.

Meetings Present report to Working Group.

Staff role Provide any available existing conditions reports, data, and relevant GIS files. Also provide status on planning policy implementation, current infrastructure projects, and development code effectiveness.



GIVING THE PUBLIC A VOICE

Community participation is the foundation for a successful Comprehensive Plan. Our team will engage the citizens of Winnetka throughout the planning process and during the visioning charrette in order to create consensus around the final plan.

[Photo: Lombard Downtown Plan Open House]

**TASK 2
COMMUNITY INPUT - VISIONING**

The first step in this task is creation of the Communications Plan described in the RFP. The plan would customize the range of input techniques we apply to what works in Winnetka.

We have consistently had good results with traditional meetings and workshops as sources of public input by making them interactive and enjoyable. Recently we have made use of 21st century technology to employ websites and smart phones as public input tools. These work well in communities with high levels of public interest and engagement; we have recently used them in Glencoe, Champaign, IL, and Chicago, IL.

We have found individual and small group interviews to be one of the most effective tools to get honest, off-the-record input into the beginning stages of the plan. Too often, planning processes have neglected to focus on these interviews relying largely on public meetings. Yet if individuals, business owners and property owners are brought in very early into the process, we can make sure the process incorporates their perspectives from a very early stage.

A variety of community input techniques will be applied as determined appropriate to the meetings specified in the RFP for public input tasks over the course of the project:

- Stakeholder interviews (min of 20 stakeholders interviewed individually or in groups)
- Village representatives (initial meeting)
- Monthly meetings with Working Group (12 meetings plus 2 for plan drafting)
- Three status meeting with the Village Council
- Two public input sessions for the community

Deliverable

1) Communications Plan at outset of task and 2) Community Input / Vision Report as concluding item. The Vision Report will present an updated draft vision statement / goals / objectives for consideration by the Working Group.

Meetings

Community input meetings summarized above.

Staff role

Assist with outreach and logistics for stakeholder and the overall community meetings. Provide insight regarding past public input in support of preparing the Communications Plan.

TASK 3 MARKET ANALYSIS

There have been a variety of planning efforts conducted in Winnetka over the years, but too often studies do not take into account the realities of the market, the interests of property owners, and the ability to educate all constituencies on the importance of reaching shared goals that benefit all sides of the equation.

We have selected three market firms with exceptional track records. They all understand high-end suburban development, have experience in commercial, residential, and mixed-use, and have long track records not only at market analysis, but strategic thinking.

Teska will work hand-in-hand with the market firm from day 1 in a partnership effort to identify the demand, consider all options, understand the dynamics of the complex nature of redevelopment, and put forward a number of scenarios for the Village to choose from.

We have taken note of recent changes to the Winnetka zoning ordinance which have implemented the recommendations of ULI and are similar to our team's philosophy – having clear expectations and desires can dramatically improve the development environment in the community.

All three market firms that we recommend have committed to completing the tasks set out in the RFP. This will be done early in the project to inform the planning process, set expectations, educate the community and gain consensus on overall market strategies.

The analysis completed in Task 3 will then be incorporated into the land use strategies in Task in Task 4.

As a result of the Market Analysis, the Village will have an understanding of:

- The key product types best justified in the market for each of the four business districts;
- Detailed analysis of existing conditions including identification of barriers to existing commercial spaces
- Understanding of competitive retail markets including nearby downtowns and shopping centers;
- Analysis of the supply and demand for various housing product types including targeted price points, types of amenities required, and appropriateness for each business district;
- Understanding of trends in mixed-use development in suburban downtowns including a review of all projects under development or construction in similar high-end markets;
- Evaluation of potential redevelopment sites from a market point of view;
- Identification of development barriers as perceived by the development community.

Approaches proposed by the three market analysis firms to this and other development related tasks of the downtown plan are presented in Section 9.

Deliverable

Market Analysis Report.

Meetings

Present report to Working Group.

Staff role

Village and GIS Consortium to provide existing data and reports (beyond what has been provided for this proposal).

TASK 4 OVERALL RECOMMENDATIONS & SITE SPECIFIC OPPORTUNITIES

A plan for overall land use in the study area business districts will be determined in this task. This plan element considers what aspects of the business districts should remain unchanged and what areas should be considered for other type of land uses or businesses. To that end, analysis in this task is combined with the Task 3 Market Analysis and Task 7 Regulatory Review to find the balance between market realities, community desires, and regulatory standards.

As noted in the approach section of this proposal, this is where the planning process asks the questions “Do we have what we want?”, “What can we expect to attract?”, and “How do we secure what’s best for the Village?”. The overall land use plan will address these questions generally for the complete study area.

As directed in the RFP, four specific sites (one of which will be the Post Office site) will be considered at a higher level of analysis. This step will apply the expertise of all members of the consultant team in addressing: land use, circulation and access, parking, and building form / orientation. Findings from the Market Assessment will be key to this work to ensure a realistic set of plan recommendations. We find that this point in the process can become challenging as the realities of development finance are balanced against a community vision for the end product. It will be important to work closely with the Working Group along with staff to consider trade-offs that may be necessary to facilitate development. As we have done with clients in the past, we will work closely with the Village to consider how factors like building size, land sale price, and permitted land use impact development feasibility. Teska has experience working with communities to determine appropriate land use, form and density of development on public property, including having recently advised the City of Lake Forest in a developer selection process for a City owned site in the downtown.



The Consultant Team will work closely with the Working Group to develop concept plans for key opportunity sites, such as the Post Office. The development concepts will be developed based on current market demand and an understanding of land costs and assembly issues.

Teska’s experience with private sector development clients will come into play in this task. That work has helped us to understand the real world needs of the development community in site planning and construction. This is particularly true in that the Village has identified specific sites, and that those sites are complex, relatively small, infill parcels. In working with developers we have learned that attention to detail (even seemingly mundane items like trash removal, snow storage, and delivery locations) is essential to planning for feasible development.

As part of the Communication Plan process, the consultant and Village will consider if it is appropriate for Winnetka that the four site specific evaluations be done in a charrette format. This intensive workshop approach brings all professional disciplines, stakeholders, Village officials, and public together at one time to develop draft plans. Rather than asking people to simply react to an end product, they are invited to contribute to the plans as they are developed.

Deliverable Draft Overall Land Use plan for all four districts, a Site Development Study for the Post Office Site and three other site development studies.

Meetings Present overall and site specific land use plans to Working Group.

Staff role Advise selection of sites to be considered for detailed site planning analysis.

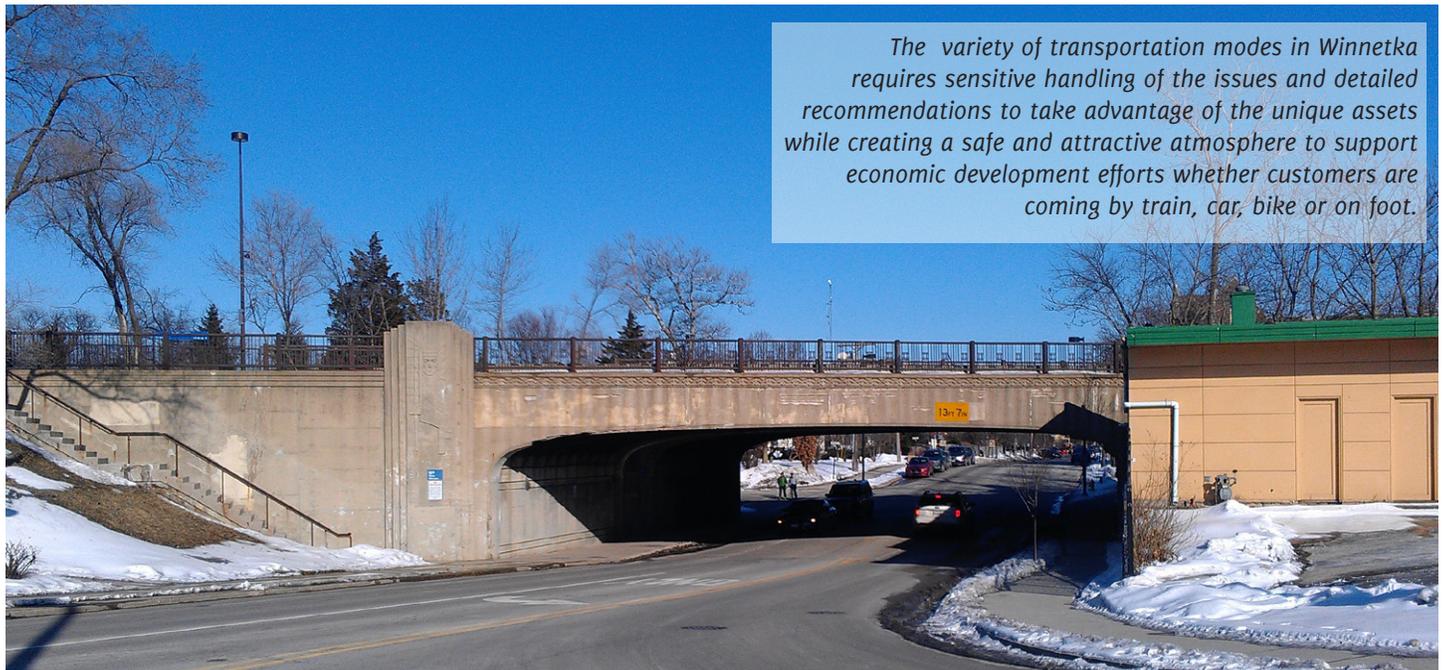
TASK 5 PARKING, TRANSPORTATION, AND CIRCULATION

Transportation infrastructure has a powerful impact on influencing the character of a place. In downtown districts where streets serve an important role as public space, strategies aimed at promoting regional accessibility such as abundant parking and fast traffic can conflict with maintaining a walkable, bikeable and transit-oriented character. The Parking, Transportation, and Circulation analysis will focus on developing a balance that ensures transportation in Winnetka continues to support the economic development and quality of life goals.

The parking analysis will include a parking utilization and turnover study during a weekday and weekend to quantify all observations the team completes of parking in the four business districts. We will provide recommendations to improve the existing parking conditions, including wayfinding, additional parking locations, shared parking policy and incentives to walk from less convenient parking locations. Recommendations will also be provided to protect neighborhood residential streets from overflow commercial parking.

The transportation existing conditions analysis will provide a snapshot of existing transportation infrastructure, policies, and operations. The consultant will conduct observations of the transportation network as a pedestrian, a bicyclist, a transit rider, and a driver. All existing transportation data will be analyzed, including volumes, crashes, barriers/gaps, and connections to destinations.

The overall goal of the transportation and circulation plan will be to encourage more activity in Downtown Winnetka and minimize any negative transportation impacts through a multi-modal perspective. SSE is a national leader in multi-modal Downtown transportation planning and our success with other communities will inform how we approach potential recommendations. On-street parking, intersection geometry, traffic signals, stop-sign and crosswalk locations will be examined with an eye to improving conditions for pedestrians, bicycles and transit, while also accommodating automobile traffic with strategies that are sensitive to enhancing downtown's vitality as a walkable center. We will consider the role of streets not only as a place for people, bikes, buses and cars to move, but also work closely with the entire team to identify opportunities for economic development within the right-of-way.





SSE's understanding of parking strategies will be integral to planning for the business districts. Our approach will be to synthesize best practices in parking and transportation with the recommendations of the market analysis and realities of land value to develop strategies that can be implemented.

TASK 5 CONTINUED

Building a culture of respect for all users on Downtown streets will require more than infrastructure; it will involve a multi-faceted set of solutions that includes policies for pedestrians and bicyclists, programs that will educate motorists, pedestrians, and bicyclists, strategies to encourage people to walk and bike more, and policies to enforce certain user behavior. These will all be included in the transportation plan.

The most challenging part of any transportation plan is typically implementation, since so many plans rely on one or two big-ticket items. Our team has had great success with transportation implementation

by identifying short- medium- and long-term actions to achieve the goals that result from this planning process and parallel ones too. Our approach will focus on a strategy to leverage the various initiatives to generate a whole greater than a simple sum of parts. This will involve specifying sequencing, coordination of activities, and identifying various implementation “paths” that show how results and changes from achieving a certain project can help feed-into and make a subsequent project easier to complete and/or more successful. We will also consider implementation issues that arise from policies and practices, particularly those relating to transportation agency norms, and discuss as solutions leading industry design standards for Downtown areas.

Deliverable Parking and Transportation Report

Meetings Present report to Working Group

Staff role Provide history and perspectives on past and current transportation issues in districts.



- A** Overhead "Tivoli" Lights hang across street defining the downtown as a pedestrian-oriented space and unique shopping district.
- B** New median landscape including ornamental grasses and shrubs.
- C** Define pedestrian crosswalks with landscape islands, bollards and clear crosswalk markings.
- D** Provide decorative bollards to delineate pedestrian and vehicular spaces.
- E** Decorative planters in the median at pedestrian crosswalk.
- F** Consider decorative veneer treatments at foundation such as mosaic or metal screen.
- G** "Shared street" crosswalk removes curbing at the crosswalk providing pedestrians a clear and accessible crossing space and reduces vehicular traffic speed. Decorative paving defines this spaces as a "shared" space for both pedestrians and vehicles.
- H** Landscape islands bookend the "shared street" crosswalk area adding decorative landscape and street trees.
- I** New pedestrian scale lighting to match newly installed existing roadway lights.
- J** New decorative paving at crosswalk extends from the street into the sidewalk creating a defined "shared" space.
- K** Provide seating options such decorative benches throughout the downtown area.

MELROSE PARK DOWNTOWN REVITALIZATION CONCEPT

TASK 6 INFRASTRUCTURE

Streetscape and wayfinding are important elements in making business districts more inviting and comfortable for visitors. More to the point, they serve as economic development components for the business districts.

While the four business districts are well known in the community and surrounding area, use of wayfinding to clarifying access (whether by car, bike, foot, or public transportation), parking locations, community facilities and amenities invites more frequent use by all. Wayfinding signage and streetscaping also represents an opportunity to enhance the aesthetic of a business district and establish (or reinforce) a local brand. Teska has recently conducted wayfinding assignments for Glendale Heights, Oak Lawn and Fox River Grove. Streetscaping projects are currently underway or have recently been completed in Evanston, Lemont, and Glencoe.

To evaluate the potential for these enhancements the

consultant will work with Village Utility and Public Works staff to understand thoroughly the status of current utilities and infrastructure in the business districts, any planned changes to those services that could impact the areas, and related issues. In addition, we would review the 2007 Commercial Districts Master Streetscape and Wayfinding Plan and anticipated next steps in those programs. It is not anticipated at this time that an entirely new streetscape program would be recommended. The focus would be on expanding current improvements considered most desirable and recommending how to maximize existing infrastructure investment. Notions raised in the RFP related to technological amenities present exciting options to potentially provide conveniences to visitors and put Winnetka on the cutting edge of such technology. The consultant team will evaluate best practices in these areas and suggest how they might be incorporated into Winnetka business districts.

Deliverable

Infrastructure Findings and Recommendations Memorandum

Meetings

Present report to Working Group

Staff role

Provide direction regarding utility systems, needs, and plans.

TASK 7 LAND USE AND REGULATORY REVIEW

The consultant will consider the regulatory elements noted in the RFP (Commercial sign code, Zoning Ordinance, Retail Overlay District, and Commercial Design Guidelines) in light of the market evaluation, vision, existing conditions evaluations and preliminary land use plans. Again, the plan will ask the questions, “Do our own codes advance or hinder the form of development considered desirable by the community” and “Do current codes dovetail with or butt up against current market realities?”

As noted in the RFP, it is not the intent of this task to rewrite the codes, but to consider the extent to which they promote quality development that supports the character of the Village. Therefore, the consultant work will focus on identifying issues and provide recommendations for bringing the regulations in line with the community vision set forth as part of the plan process.

The issues noted in this task will be considered throughout the plan process, and specifically investigated during the stakeholder interviews. Based on the findings of the ULI work, it will be essential to understand the give and take between local land use regulations and ongoing development and leasing in the business districts. In all communities there is an inherent conflict between land use regulations and business operations. It need not be overbearing or burdensome, but it must be

recognized: businesses often convey a need for signs larger than permitted by the sign code, zoning entitlement may take longer than desired, landlords seek to rent to businesses not permitted by the overlay district, and design guidelines may require costly aesthetic improvements for new businesses. These become real costs to the business and development communities.

The bottom line is that regulations must be predictable to applicants. For the business community, while the regulations may add to the cost of doing business, those costs must be understood from the outset and not a surprise late in the application process. From the Village’s perspective, the regulations must clearly add value to the community. If a sign code regulation is in place but does not enhance the community, it can be eliminated.

Deliverable Technical Audit of Land Use and Regulatory Standards

Meetings Present report to Working Group

Staff role Assist consultant in understanding current applications of code and outline the extent to which development occurring under the codes meet the standards and expectations of the community.



Series of Questions

To help guide your review, this checklist consists of a series of questions, specifically ordered and grouped into six steps to lead you through the review process from start to finish.



Resources

Links, cross-references, graphic resources and charts are included throughout this guide. Take advantage of such, they will help provide answers to your questions.



Municode

To make reviewing easier, included herein are extracted Municode references as they apply to each question. Read these excerpts completely as they will affect your answers to questions.



Special Circumstances

These items involve complex issues unique to Glenview’s code and approval process. Be sure you thoroughly understand the content prior to completing the step or contact staff for assistance.

GLENVIEW ZONING REVIEW CHECKLIST

TASK 8 IMPLEMENTATION STRATEGIES

As noted in the approach section of this proposal, implementation strategies must be aspirational in aim but realistic in application. With this in mind, the consultant will make action oriented and realistic recommendations for plan implementation.

.....

Recommendations will include prioritization and rationale for actions related to revising regulations, facilitating new development, installing new infrastructure, and others. The team’s expertise in these areas allows us to understand the magnitude of those recommendations (in terms of staff time required and cost of installation). Our team’s experience in implementation has been to work with the Village to prioritize, set realistic timelines, and assign specific responsibilities so that the actions identified will be implemented.

- Deliverable** | Draft Implementation Strategies Report.
- Meetings** | Present report to Working Group.
- Staff role** | Work with Consultant to outline budget and staffing practices.

TASK 9 SCHEDULE OF REPORTS TO VILLAGE COUNCIL

The consultant will conduct project status meetings with the Village Council as directed in the RFP.

.....

TASK 10 FINAL REPORT AND ADOPTION

The consultant will compile all the elements of the work to date into a complete downtown plan. A draft report will first be prepared and presented to the Working Group. The plan will be revised based on comments from the group.

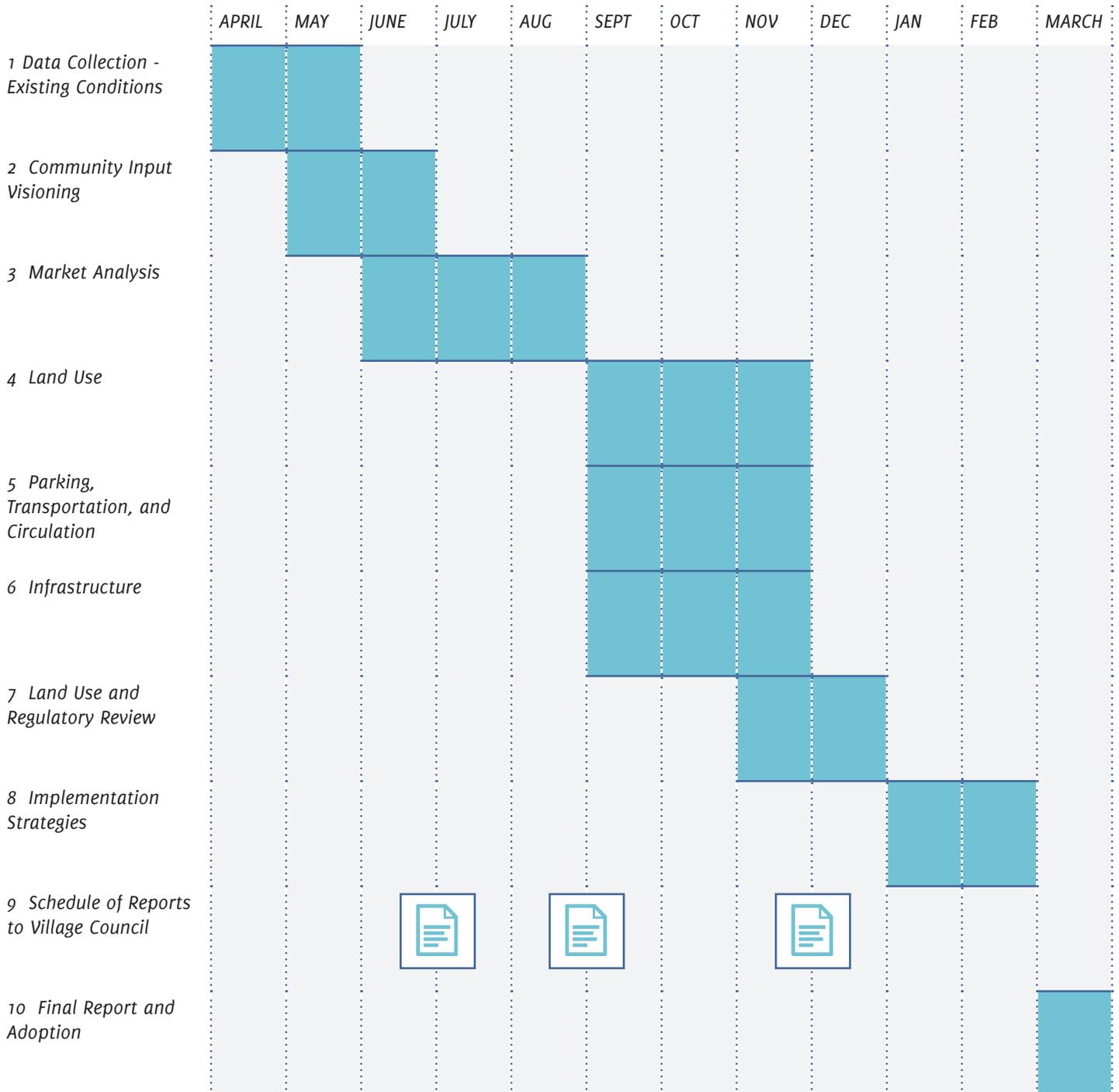
.....

- Deliverable** | Final Downtown Plan (25 copies).
- Meetings** | Present report to Working Group.
- Staff role** | Compile comments from Working Group into a single set of Village comments.

SECTION FIVE

PROJECT SCHEDULE

The following matrix illustrates the expected timeline by task for completing the Winnetka Downtown Master Plan



SECTION SIX

COST

The following table illustrates the estimated budget to complete the Winnetka Downtown Master Plan.

| TASK | TESKA ASSOCIATES & SAM SCHWARTZ ENGINEERS | | MARKET ANALYSIS FIRMS | | |
|--|---|--------------|-----------------------------------|-------------------|--|
| | DOLLAR AMOUNT | HOURS | GOODMAN WILLIAMS GROUP COST | HR&A COST | VALERIE S. KRETCHMER ASSOCIATES COST |
| 1: Data Collection | \$8,090 | 76 | \$5,040 | | \$1,120 |
| 2: Community Input & Working Group Meetings | \$43,270 | 334 | \$2,370 | | \$5,300 |
| 3: Market Analysis | \$5,100 | 34 | \$16,500 | \$41,230 | \$18,800 |
| 4: Land Use | \$17,030 | 140 | \$2,780 | \$24,570 | \$4,460 |
| 5: Transportation | \$17,800 | 202 | | | |
| 6: Infrastructure | \$10,160 | 105 | | | |
| 7: Land Use Review | \$3,530 | 26 | | | |
| 8: Implementation | \$2,720 | 24 | \$2,780 | \$3,880 | \$1,080 |
| 9: Meetings with Village Council | \$4,410 | 36 | | | |
| 10: Final Report | \$6,320 | 52 | | | |
| SUBTOTAL | \$118,430 | 1,029 | \$29,490 | \$69,680 | \$30,760 |
| TOTAL FEES | | | \$147,920 | \$188,1110 | \$149,190 |

| Hourly Rates | |
|------------------------------|---------------|
| Teska Principal | \$150 |
| Teska Senior Planner | \$105 |
| Teska Planner | \$95 |
| Sam Schwartz Director | \$135 - \$170 |
| Sam Schwartz Project Manager | \$100 |
| Sam Schwartz Planner | \$55 |

See detailed cost proposals and hourly rates for market analysis groups in Section Nine.

SECTION SEVEN

PROJECT EXAMPLES & REFERENCES

REFERENCES

- Village of Glencoe, Illinois
Description: Comprehensive Plan
Contact: Philip Kiraly, Village Manager
(847) 835-4114 | philipk@villageofglencoe.org

- City of Lake Forest, Illinois
Description: Laurel Western Redevelopment
Contact: Cathy Czerniak, Community Development Director
(847) 810-3504 | czerniac@cityoflakeforest.com

- Village of Lombard, Illinois
Description: Downtown Revitalization Guidebook
Contact: William J. Heniff, AICP, Community Development Director
(630) 620-3599 | heniffw@villageoflombard.org

- Village of Deer Park, Illinois
Description: Comprehensive Plan Update
Contact: Jim Connors, Village Administrator
(847) 726-1648 | jconnors@vodp.net

- Lake Bluff, Illinois
Description: Downtown Subarea Plan
Contact: Drew Irwin, Village Administrator
(847) 234-0774 | dirwin@lakebluff.org



VILLAGE OF GLENCOE VILLAGE HALL & DOWNTOWN ENHANCEMENTS GLENCOE, IL

LANDSCAPE ARCHITECTURE

In advance of an upcoming art festival in downtown Glencoe, the Village turned to Teska Associates' landscape architects to guide its spring planting program. Teska worked closely with the Village's Public Works Department to improve the functions and appearances of significant downtown landscapes, including the front entrance of the newly remodeled Village Hall and planter areas within the downtown streetscape.

Plantings are coordinated to be compatible with existing infrastructure and utilities, high impact public use areas, Public Works maintenance practices, salt and urban tolerance, and superior seasonal interest. Teska's involvement extended beyond the drawing board, providing on-site planting layout and hands-on coordination with Public Works staff.





LOMBARD DOWNTOWN REVITALIZATION PROJECT GUIDEBOOK

LOMBARD, IL

LOMBARD DOWNTOWN REVITALIZATION

Lombard desired more than a plan; what the Village envisioned and received was a practical guidebook of projects to enable them to hit the ground running.

Downtown Lombard’s function in the community as a center for commerce and community has changed for a variety of reasons. From the emergence of other commercial districts and Yorktown Center, certain businesses and uses were drawn away from the downtown area, changing its role as the traditional central business district. The primary objective of the Lombard Downtown Revitalization Project Guidebook was to identify specific projects and actions that the Village and its partners can implement to rejuvenate Downtown Lombard as a strong commercial district with a balance of supporting uses and dynamic gathering spaces.

Teska Associates, Inc. – along with its partners BDI, Gewalt Hamilton, Fish Transportation Group, Hitchcock Design Group, wohlgroup, and sculptor Richard Hunt – took past planning and visioning efforts to the next level to create a series of action steps that the Village and its partners can begin implementing immediately and continue rolling out as resources become available.

From redeveloping vacant sites to creating a downtown branding program, the Lombard Downtown Revitalization Project Guidebook was supported by a series of civic engagement activities to build public consensus on strategies to revitalize Downtown Lombard as a more vibrant destination and livable community. In addition, redevelopment strategies were market-tested to ensure their feasibility.



Creating the brand for Downtown Lombard around the symbolic lilac, the Village’s official flower.



Streetscape Signage and Pedestrian Crossing



Proposed infill development for commercial site in Downtown Lombard.



DOWNTOWN NORTHBROOK AREA PLAN



DOWNTOWN NORTHBROOK AREA PLAN

NORTHBROOK, IL

Downtown Northbrook has many of the individual assets of a successful downtown – from Sunset Foods that draws residents in from several neighboring towns for its high quality service and selection to a Village Green that hosts events and sports throughout the year to a Metra Station, Public Library and Village Hall. Yet, deteriorated shopping centers, a lack of pedestrian and bicycle amenities, and disjointed physical barriers led to the need for a new Downtown Plan. Teska led the team which included Business Districts Inc., Fish Transportation Group and Gewalt Hamilton Associates. From an on-line survey that attracted over 1,100 responses by Northbrook Residents, to the use of Community Remarks web-based mapping tool to gather public input, the team pushed the envelope of inclusion by organizing online, in person, and workshop events to build consensus for change.

The team organized a four-day charrette that included a highly structured set of meetings to gather input, create an atmosphere of collaboration and innovation, and involve all stakeholders and interested residents and businesses in a series of sessions and ways to inform the process. Each day, a new set of drawings, comments, and policies were developed, refined, presented, and developed further. By the end of the charrette, a series of distinct design options were developed for each of four key opportunity sites, along with pro forma analysis of the financial feasibility of each option. The process led to out-of-the box thinking and new ideas to think both comprehensively about what ties all of downtown together – from new bike routes, complete streets, and the upgrade of a flood plain into a new fishing pond/potential stormwater mitigation bank – to site specific ideas that can lead to new development proposals.

Contact: David Schoon, Assistant Director/Economic Development Coordinator
(847) 664-4052 | david.schoon@northbrook.il.us





VILLAGE CENTER DEVELOPMENT PLAN

MIXED USE DEVELOPMENT PLANNING

In response to serious interest expressed by developers over the last large, relatively undeveloped property in the community, Village officials became concerned over the ultimate type and character of development that would occur along Rand Road, a major thoroughfare. Teska was retained by the Village to update the Comprehensive Plan to address this issue by exploring new planning and design approaches that would ensure that new development would fit into and enhance the Village's high quality image.

Based on design guidelines contained in the Plan, Teska revised the traditional planned unit development standards for the Village. The new planned development district includes a system of Floor Area Ratio standards that rewards developers who assemble larger parcels to avoid problems with 'piece-meal' development. Teska has also modernized the Village's sign ordinance to enhance readability, created standards for a new tree preservation ordinance and multiple development reviews for the Deer Park Town Center.



DEER PARK, IL





LAUREL WESTERN REDEVELOPMENT LAKE FOREST, IL

The City of Lake Forest had over a number of years acquired property and buildings on the northern edge of its historic downtown. The properties have been put to various public and private uses, all of which had become obsolete. The City had offered the property to private developers, but had found the proposals for development wanting. The City retained Teska Associates to prepare a strategic plan for redevelopment and to orchestrate the selection of a private developer to achieve the goal of redevelopment that fit its context and contributed to the strength and diversity of its Downtown and neighborhoods. Along the way, Teska prepared development guidelines, adopted by Plan Commission and City Council, which provided guidance for the selection of a development team most likely to achieve both City and developer goals. The result was the successful recruitment and selection of Focus Development company, which has planned a mixed residential redevelopment of 174 dwellings with a development pattern which leaves more than 60% of the 10 acre site in public open space.



CITY OF LAKE FOREST



REQUEST FOR PROPOSALS

Redevelopment of Property at
Laurel and Western Avenues,
Lake Forest, IL

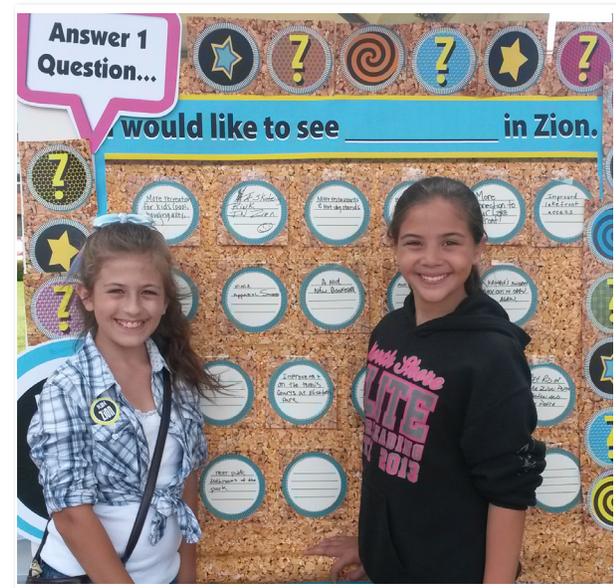




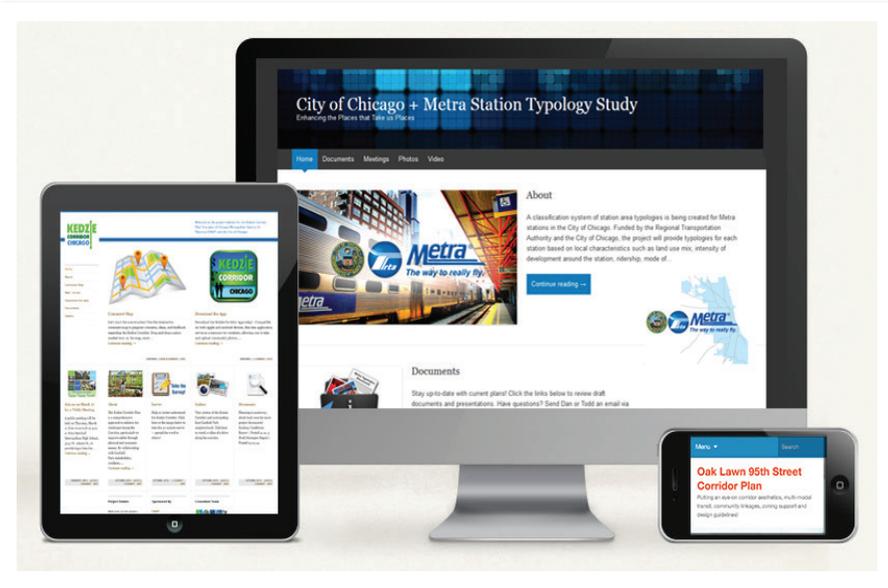
COMMUNITY PARTICIPATION

COMMUNITY PARTICIPATION

People are comfortable contributing in different ways. Some prefer to attend meetings and workshops to share ideas whereas others may opt to interact using web tools, social media and mobile apps. Whether it's at a community event, local festival or online via our project websites and comment tools – we reach out to the community rather than hoping they find us. Our outreach strategy is simple and effective – we provide a variety of interactive tools and in-person events so that residents, businesses, and community leaders can choose how they want to engage. While our methods may vary (because all communities are different) we are consistent in making participation interesting, fun, relevant and engaging.



Zion Comprehensive Plan | Nostalgia Days Event Booth



Ferris Bueller said it first, “Life moves pretty fast...,” and we get that. That’s why all of our project websites and tools are mobile optimized, to ensure we’re able to reach residents whether they’re at home or on-the-go using their desktop, tablet or phone.



Oak Lawn Corridor Plan | Oak Lawn High School Workshop



SECTION EIGHT

RESUMES

The following pages include individual resumes for Teska Team members.

TEAM MEMBER RESUMES

■ Teska Associates, Inc.

.....
Michael Blue, FAICP
.....

Scott Goldstein, LEED AP, AICP
.....

Lee Brown, FAICP
.....

Brittany Bagent, LEED AP
.....

Erin Cigliano, AICP
.....

Jodi Mariano, RLA CLARB
.....

Dominic Suardini
.....

■ Sam Schwartz Engineering

.....
Mark de la Vergne
.....

Joe Iacobucci
.....

**RESUME OF
MICHAEL BLUE, FAICP**
Principal

SELECTED EXPERIENCE

Mr. Blue has a unique background working in both the public and private sectors of the planning profession. Having started his career as a consultant, he worked extensively in the broad policy areas of comprehensive and special area planning, development land use and economic impacts, commercial district planning, and public participation. After more than a decade, he moved to the public sector and spent the next 15 years working as a community development department manager, where his focus shifted to the day to day operations of development approval, economic development, managing public commission processes, personnel, and municipal governance. Having now returned to consulting, this diverse background affords Mr. Blue a wide-ranging perspective when conducting planning assignments, allowing him to appreciate the varied viewpoints of multiple stakeholders, and to understand how they apply to any given situation or issue.

Prior to joining Teska Associates in 2013, for eleven years Mr. Blue was the Director of Community Development in Highland Park, IL. There he managed a department of 30 staff and focused on long range planning, review and approval of proposed development projects, permit approval, and support of City Council and Commission activities. The Department served nine City Commissions addressing the issues of development, housing, historic preservation, cultural arts, and the natural environment. While in Highland Park, Mr. Blue managed the passage and implementation of the City's affordable housing ordinance. Before his position in Highland Park, Mr. Blue served as Deputy Community Development Director in the Village of Mount Prospect, IL for five years, managing staff in day to day operations related to planning, building permits and code enforcement.

Mr. Blue is actively involved in the local and national leadership of the American Planning Association and is currently the Planning Officials Development Officer for the IL - APA. In this role he has been a leader in developing a curriculum for training Plan Commissioners throughout the State; a program for which he and others received the organization's 2013 Distinguished Service Award. In 2008 Michael was selected to the College of Fellows of the American Institute of Certified Planners and he regularly speaks at local, state, and national conferences on a range of planning themes, most recently on topics related to the development approval process, economic development, and local government organizational management. He also has been a guest lecturer at a number of university classes on topics ranging from the development approval process to affordable housing.

PROFESSIONAL AFFILIATIONS

- College of Fellows of the American Institute of Certified Planners (FAICP)
- American Planning Association (APA)
- Lambda Alpha Economics Society
- Planning Officials Development Officer for the Illinois Chapter of the APA.



MICHAEL BLUE, FAICP
Principal

EDUCATION

- | | |
|--------|--|
| B.A. | Urban Planning University of Illinois (Urbana) |
| M.U.P. | Urban Planning University of Illinois (Urbana) |

RESUME OF
SCOTT GOLDSTEIN, AICP, LEED AP
Principal

EXPERIENCE

Mr. Goldstein brings twenty years of experience in community development, housing, neighborhood redevelopment, fiscal analysis, civic engagement, and data analysis. With Teska he has led neighborhood planning and community development efforts in Washington Park, Back of the Yards, Logan Square, Little Village and various neighborhoods in Chicago with the Local Initiatives Support Corporation (LISC/Chicago). He has worked on housing and neighborhood plans from rehabbing vacant homes throughout Chicago Lawn to the Near North Neighborhood in which the former residents of Cabrini Green and their new neighbors were working on a community-building plan with Ald. Burnett.

He has specialized in the intersection of community and economic development and planning, having successfully led efforts that resulted in new community development corporations being created in Bloomington, Illinois and Dubuque, Iowa. His work in Bloomington resulted in the American Planning Association Illinois' Strategic Plan of the Year Award.

Mr. Goldstein has facilitated community planning processes focused on implementation efforts with LISC/Chicago and the City of Chicago including the successful \$7 million Broadband Technology Opportunities Program (BTOP) and the \$98 million Neighborhood Stabilization Program (NSP) 2. He has advised the development of Habitat for Humanity International's Neighborhood Revitalization Initiative, and has worked with LISC to provide on-going Neighborhood Stabilization Program (NSP) Technical Assistance to the City of Minneapolis and The Resurrection Project in Chicago. He has also developed a strategic plan for the Metropolitan Consortium of Community Developers (MCCD) in Minneapolis/St. Paul and a follow-up strategic plan for Greater Frogtown CDC in St. Paul. He has led transit-oriented neighborhood plans in Lake Villa and Northbrook Illinois, Fitchburg, Wisconsin, and Hammond, Indiana.

Prior to joining Teska Associates, Inc., Mr. Goldstein was vice president of policy and planning at the Metropolitan Planning Council (MPC) from 1995-2007, where he oversaw policy development and technical assistance for the organization. He designed MPC's community building initiative, which provided assistance to over two dozen communities throughout the greater Chicago region.

He has chaired Urban Land Institute (ULI) Chicago's Public Policy Committee since 1999. Through ULI, he has led over twenty technical assistance panels which have received national recognition awards, including articles in Urban Land Magazine and the subject of a Harvard University case study which profiled a 200 unit neighborhood redevelopment project in south suburban Riverdale that resulted in the construction of Whistler's Crossing, which has received numerous award from LISC and the Metropolitan Planning Council.

Mr. Goldstein began his career managing the Comprehensive Community Revitalization Program for Banana Kelly Community Improvement Association, a large community development corporation in New York City.



SCOTT GOLDSTEIN, AICP, LEED AP
Principal

EDUCATION

- B.A. History of Art & Architecture
Political Science
Tufts University
Medford, MA
- M.S.U.P. Urban Planning
Columbia University
New York, NY
- Instructor Master of Arts in Public Policy & Administration (MPPA) 2009 - Present
Northwestern University
Evanston & Chicago, IL

PROFESSIONAL AFFILIATIONS

- American Institute of Certified Planners (AICP)
- Chicago Metropolitan Agency for Planning Regional Water Supply Planning Group, 2007-2010
- City of Chicago's Mayor's Council of Technology Advisors, 2001-2007
- City of Chicago Mayor's Advisory Council on Closing the Digital Divide, 2007
- LEED Accredited Professional North Park University, Chicagoland Council, 2009-2012
- Urban Land Institute Chicago, Public Policy Chair, 1999-Present
- Village of Wilmette Plan Commission, PAGE 33 Member 2007-12, Chair, 2013-2015

RESUME OF
LEE M. BROWN, FAICP
President

EXPERIENCE

Lee Brown has more than 30 years of experience working for municipalities and communities. He is president of Teska Associates, Inc., a consulting firm that provides urban planning and landscape architecture services. He is a certified planner and a Fellow of the American Institute of Certified Planners (AICP), the highest honor that can be bestowed upon an American planner. He also recently became the president of AICP. Active within the organization for more than 30 years, Brown currently is a member of the Community Assistance Program Committee and serves as a Planning Accreditation Board site visitor who reviews university planning programs. He previously volunteered for several Planning Assistance Teams, served as the APA Illinois Chapter president, and helped establish the Planning Officials Development Officers program.

Mr. Brown has been a leader in developing strategies for community development in small, mid, and large cities and regions. His work in Greensboro, North Carolina has led to award-winning community development projects, including converting a former brownfield in a disinvested area near downtown into a vibrant, mixed-use neighborhood called Southside. He has led sustainable and strategic planning efforts in Greensboro, including reuse of aging shopping centers, crafting a strategy for creating “lead agents,” community-based organizations that lead development and planning issues on behalf of local residents and small businesses, and a new corridor plan around a partnership between the fast-growing University of North Carolina Greensboro campus to bring revitalization to an urban corridor and spark redevelopment near Greensboro Coliseum.

In the Midwest, he has led planning efforts in small towns, mature suburbs, and urban neighborhoods that bring partnerships and communication to forge consensus for change. With support from Teska’s team of urban designers, and technology tools such as GIS and Sketch Up and interactive web sites, Mr. Brown has been a leading innovator of using technology to improve the tools available to planners to enable community participation in the planning, design, and implementation process.

PROFESSIONAL AFFILIATIONS & AWARDS

- AICP President, Current
- College of Fellows of the American Institute of Certified Planners
- American Planning Association
- Past President of the Illinois Chapter of the American Planning Association
- Lambda Alpha International, Honorary Land Economics Society
- Co-recipient of the 1999 Distinguished Contribution Award of the American Planning Association
- Co-recipient of the 2003 Outstanding Planning
- Award for Implementation of the American Planning Association



LEE M. BROWN, FAICP
President

EDUCATION

- | | |
|--------|---|
| B.U.P. | Urban Planning University of Illinois (Urbana) |
| M.S. | Urban Planning University of Wisconsin Madison, Wisconsin |

**RESUME OF
BRITTANY BAGENT, LEED AP
Associate**

EXPERIENCE

Having studied urban planning at the undergraduate and graduate levels, Brittany provides experience in social geography and technical analysis to the firm. Working with Teska since August 2013, Brittany has focused on fiscal impact modeling for Teska’s public and private clients. These models help forecast new population, revenues and expenses that overlapping jurisdictions can expect from new developments. Her final products are consistently attractive with an emphasis on graphic communication, appealing to multiple audiences.

Brittany’s experience in urban planning began as an intern working for a small German municipality to help implement their façade improvement program. Her work then took her to northern California where she created design manuals, master plans and illustratives for a boutique consulting firm. Brittany’s community outreach experience extends from political campaigns to professional associations. She also has research and policy analysis experience working for various Chicagoland non-profit organizations, including Metropolis Strategies and the Nathalie P. Voorhees Center at the University of Illinois at Chicago. Her master’s degree in Urban Planning & Policy concentrated in economic development, allowing her to contribute meticulous quantitative skills to fiscal projects.

Proficient in design software and Geographic Information Systems, Brittany is eager to push the boundaries of communicating creative solutions.

PROFESSIONAL AFFILIATIONS & AWARDS

- American Planning Association
- APA, Chicago Metro Section (Secretary)
- Women in Planning + Development (former Board member)
- U.S. Green Building Council, Illinois Chapter



BRITTANY BAGENT, LEED AP
Associate

EDUCATION

- | | |
|----------|--|
| B.A. | Urban & Regional Planning Miami University, Ohio |
| M.U.P.P. | Urban Planning & Policy University of Illinois at Chicago |

**RESUME OF
ERIN CIGLIANO, AICP
*New Media Specialist***

EXPERIENCE

Strategic planner and multidisciplinary designer with an eye for innovation and pixel perfection. Erin has worked at Teska Associates for the past 8 years creatively engaging communities using her experience in planning and interactive design. Serving as Teska’s New Media Specialist, Ms. Cigliano’s abilities span from graphic design and web development to marketing, public outreach, and in-person workshop facilitations.

By merging the application of engagement mediums, Erin is able to effectively build project momentum and optimize outreach efforts. A self-taught web guru, she has designed dozens of project websites including those for the 2011 APA Awarded plans, ‘Sustainable Decatur’ and ‘Downtown Lombard’.

Hands-on planning experience includes the facilitation of neighborhood seminars, including the Metropolitan Consortium of Community Developers (MCCD) in Minneapolis, MN, which encompasses 45 non-profit community development organizations, and the Local Initiatives Support Corporation (LISC), which is dedicated to helping residents transform their distressed neighborhoods.

Erin’s recent outreach and design work includes the complete revamp of Teska’s own website - from design conception, verbiage, and web design, RTA’s ‘Setting The Stage For Transit Guidebook’, Oak Lawn’s 95th Street Corridor Plan, and Plainfield’s Transportation Plan Update.

PROFESSIONAL AFFILIATIONS

- AICP | American Institute of Certified Planners
- AIGA | American Institute of Graphic Artists
- APA | American Planning Association



ERIN CIGLIANO, AICP
New Media Specialist

EDUCATION

B.A. Urban Planning
University of Illinois
(Urbana)

Professional Mentor for Masters Students within the Fine & Applied Arts Masters Program at the University of Illinois (Urbana); Year 2013

Two-Time Recipient of AICP Outstanding Student Award / Graduated 1st in Major

RESUME OF
JODI Z. MARIANO, PLA, ASLA, CLARB
Principal

EXPERIENCE

Ms. Mariano’s backgrounds in landscape architecture and architecture have prepared her well to guide community urban design projects.

Jodi brings a research-oriented, contextual approach to urban design, providing unique design solutions for our public and private sector clients.

Jodi has directed public processes which have resulted in useful master plans, successful funding applications and dynamic implementation projects. Her professional responsibilities range from concept planning through design, construction phase services, development approval and project installation.

Her proficiency with a wide range of graphic techniques, including hand drawings and computer generated graphics, allow her to craft effective and efficient communication techniques. Her technical experience enables her to produce dependable high quality construction documents.

Prior to joining Teska Associates, Jodi worked for a Chicago engineering firm on high profile infrastructural projects, developing her interest in blending vibrant community based design with functional infrastructure needs.

Jodi is an instructor at the Joseph Regenstein, Jr. School at the Chicago Botanic Gardens where she teaches in the Garden Design Certificate Program.

REPRESENTATIVE PROJECTS

Corridor and Urban Design Guidelines

Participated in and led community planning assignments which resulted in the design direction for publicly and privately owned properties, including assignments in Oak Lawn (95th Street Corridor), Broadview (Roosevelt Road) Berkeley (St. Charles Road Corridor), Western Springs, Lombard, South Elgin, Itasca, West Chicago, Sugar Grove and Prairie Grove. Continuing services for many of these communities have provided assistance with municipal decision making for items such as new development, building additions and modifications.

Transportation & Streetscape Planning

Worked on behalf of both private developers and municipalities to develop streetscape visioning and detailed bid document plans for streetscape developments. Assisted with obtaining ITEP (Illinois Transportation Enhancement Program) funding for streetscape implementation. Transportation & Streetscape planning assignments include Orland Park Transportation Plan, Canton Downtown (Canton); Sherman Plaza, Maple Avenue & Borders Plaza (Evanston); Vernon Court Parking Lot, Downtown Planters & Dundee Road median plantings (Glencoe); Lemont Downtown and Historic I&M Canal Trail (Lemont); St. Charles Road (Berkeley); and Southside Streetscape (Greensboro, NC).



JODI Z. MARIANO, PLA, ASLA, CLARB
Principal

EDUCATION

- B.A. Landscape Architecture
University of Illinois
(Urbana)
- M.A. Architecture
University of Illinois
(Urbana)

PROFESSIONAL AFFILIATIONS

- State of Illinois, Registered Landscape Architect
- License No. 157-001062
- CLARB Certified Landscape Architect, No. 4570
- Member, American Society of Landscape Architects
- Instructor, Joseph Regenstein, Jr. School, Chicago Botanic Gardens
- Member, Women’s Transportation Seminar

**RESUME OF
DOMINIC SUARDINI**
Associate

EXPERIENCE

Mr. Suardini’s background includes extensive knowledge in both landscape architecture and planning professions. Joining Teska in September of 2012, Dominic’s experience includes a broad range of urban design, land planning, landscape design, construction documents, and planning projects, with a passion for creating special places for people to live, work and play. Over 12 years experience in hand and computer rendering with applied software programs AutoCAD, Adobe Creative Suite, Google SketchUp, and Microsoft Office Dominic brings both work experience and graphic communication to the drawing board.

Detail-oriented with ability to put on the planner hat, Dominic understands big picture thinking involved in community planning down to the smallest of details in creating a vibrant and unique streetscape for a community.

Prior to joining Teska, Dominic spent 7 years working as a landscape designer/planner for The Lakota Group, Inc. based in Chicago, Illinois. While there he was responsible for producing projects ranging in size from playgrounds to streetscape design to large scale community master plans. His focus was on executing projects from schematic design through constructions and providing clients multiple creative solutions to every project no matter how large or small.

Currently, at Teska Associates, Dominic is involved with design planning for the following corridor and streetscape projects:

REPRESENTATIVE PROJECTS

- Glendale Heights Wayfinding Signage and Campus Enhancement Plan, Village of Glendale Heights
- Oak Lawn 95th Street Corridor, Village of Oak Lawn/CMAP
- Ridgeland Avenue Corridor, Cities of Burbank and Palos Heights, Villages of Oak Lawn, Chicago Ridge, Worth and Alsip / RTA
- Roosevelt Road Streetscape and Signage, Village of Broadview



DOMINIC SUARDINI
Associate

EDUCATION

B.L.A. Landscape Architecture
Michigan State
University
East Lansing, MI

Sam
Schwartz
Engineering
D.P.C.

Mark De la Vergne

Principal + Director of Transportation Planning

Education

B.S. Systems Engineering
University of Pennsylvania,
2000

Awards

Engineering News Record-
Midwest, Top 20 Under 40
Award

Professional Affiliations

Association of Pedestrian and
Bicycle Professionals, Board
Member

America Walks, Steering
Committee

Institute of Transportation
Engineers

American Planning
Association

Presentations

2013 ITE National Technical
Conference "Using Outreach
to Build a Citywide Bike Plan"

2013 American Planning
Association Nation
Conference "Walkability: It's
More than Sidewalks"

2012 Transport Chicago
"Streets for Cycling 2020
Plan"

2012 ITE Midwest
District/TRB Urban Streets
Symposium "Chicago
Pedestrian Plan"

2012 ITE Midwest
District/TRB Urban Streets
Symposium "Chicago Streets
for Cycling 2020 Plan"

2012 Transportation
Engineering Association of
Metropolitan St. Louis
"Chicago Pedestrian Plan"

Mark de la Vergne is a Principal with Sam Schwartz Engineering and serves as the Director of Transportation Planning. Described by ENR Midwest as "one of the nation's leading experts on multi-modal transportation", Mr. de la Vergne has worked with communities across the country to increase their transportation options and reduce transportation costs. He was integral in Chicago's transformation into one of the best big cities for walking and biking, spearheading a number of the city's key planning and engineering initiatives. Mr. de la Vergne was part of ENR Midwest's 2014 "Top 20 Under 40" class, which recognizes the top young design professionals.

Relevant Experience

City of Chicago Pedestrian Plan, Chicago, IL

Mr. de la Vergne served as the project manager and lead author for the City of Chicago's Pedestrian Plan. The Pedestrian Plan identified over 250 action items to improve all aspects of the pedestrian experience in Chicago. A citywide outreach effort was undertaken that included seven public meetings across the city, numerous webinars, and workshops with City staff. It is recognized as the most robust pedestrian policy document in the US.

University of Chicago Traffic and Parking Study, Chicago, IL

Mr. de la Vergne served the project manager for the University of Chicago Traffic and Parking Study. The purpose of the study was to mitigate existing traffic and parking issues as well as make the campus more walkable and bikeable. A number of the recommendations in the project have been implemented, including the road diet and protected bike lane on 55th Street.

Evanston Pedestrian Safety Review, Evanston, IL

Mr. de la Vergne served as a technical advisor to the City of Evanston to review their pedestrian safety efforts at schools, parks, senior centers, and transit stations. Included in the work was a review of existing engineering solutions and methodologies, developing modified typologies, and presenting the results of the work at City Council.

Geneva Downtown Plan, Geneva, IL

Mr. de la Vergne served as SSE's Project Manager for its work in developing Geneva's Downtown Plan. As Geneva's Downtown is already a mature, successful place, many of the recommendations focused on enhancing the walkability of the area. This included creating more space for pedestrians, making it easier to cross State Street with improved signal timing, and developing a woonerf.

Mundelein Transit Oriented Development Implementation Plan, Mundelein, IL

Mr. de la Vergne led the transportation planning for Mundelein's Transit Oriented Development Implementation Plan. Mundelein has a Metra station that has limited development around it. As part of the project team, Mr. de la Vergne developed recommendations to create more density and activity in the area. This included a unique traffic circle that will serve as future public space and improved pedestrian connections across the rail tracks.

**Sam
Schwartz
Engineering
D.P.C.**

Joe Iacobucci

Director of Transit Planning

Education

Masters of Urban Planning + Policy

University of Illinois at
Chicago, 2005

B.A. Communication

Bowling Green State
University, 2000

Professional/Organization Affiliations

ACEC Chicago Transit
Committee, 2014

Lambda Alpha International,
2013-2014

Transport Chicago, President
2008

Presentations

APTA Bus and Paratransit
Conference, 2014

Raleigh Regional
Transportation Authority
Transit Innovation Series,
2014

Houston APA Speaker Series,
2013

APA National Conference,
2013

TRB Annual Conference, 2012

APTA Bus Conference, 2012

NACTO Designing Cities
Conference, 2012

Transport Chicago, 2010

Joe Iacobucci is the Director of Transit for SSE's Midwestern offices. Mr. Iacobucci is responsible for managing transit and transportation projects, providing unique and innovative approaches for different regions across the country. He has over 10 years of transit planning experience, including several years leading long-range initiatives as the Manager of Strategic Planning at the Chicago Transit Authority where he oversaw Project Development of over 40 miles of rail and bus rapid transit projects. Mr. Iacobucci also has several years experience on general transportation projects and has successfully managed several high profile projects in coordination with elected officials and community organizations.

Relevant Experience

Sam Schwartz Engineering, Director of Transit

Currently, Mr. Iacobucci is leading several high-profile transit planning projects, including the transit analysis for North Lakeshore Drive Phase I Design in Chicago, IL and El Monte Bus Terminal/Santa Anita Bus Tunnel Study in Los Angeles County. He is also playing a key role representing SSE in two BRT projects, including the Chicago BRT Network Plan and River North/Streeterville BRT Plan.

In addition to transit projects, Mr. Iacobucci represents SSE in transportation planning for large comprehensive plans, including the Grand Rapids Downtown Master Plan and the Macon Urban Core Plan. Finally, Mr. Iacobucci recently assisted the villages of Oak Park, River Forest, and Forest Park in completing a TIGER IV application for the Harlem Avenue Multimodal Bridge Project.

Chicago Transit Authority, Manager of Strategic Planning

Prior to joining SSE, Mr. Iacobucci was the Manager of Strategic Planning, where his leadership displayed a strong focus on inter-agency and civic coordination to ensure that economic and community development goals were leveraged with bus and rail improvements. In addition to bus rapid transit and heavy rail projects, Mr. Iacobucci also directly managed rail in-fill station planning for the McCormick Place - Cermak Green Line Station, and transit oriented development policies and projects.

Mr. Iacobucci lead the following BRT projects:

- Jeffery Jump: Project Development and implementation of Chicago's first bus rapid transit service; also one of the highest ridership in the US.
- Ashland and Western: Project Development/NEPA for the Gold-Standard project connecting over 200,000 residents on Chicago's West Side.
- Central Loop: CTA lead for the design and Project Development of the most-utilized bus corridor in Chicago's Loop.

He managed the team responsible for Project Development/NEPA of the Red and Purple Line Modernization, Red Line Extension, Climate Adaptation, and CTA Public Art Program. His team consisted of six full-time employees, two part-time employees; he directly managed 1-2 teams of consultants on an ongoing basis and three additional teams of consultants that were managed by internal team members.

SECTION NINE

MARKET ANALYSIS PROPOSALS

This section contains proposal from three market analysis firms suggested as appropriate for Village consideration to provide services regarding the Downtown Master Plan. Each of the proposals includes a description of the firm, its credentials and personnel, their approach to a market evaluation in Winnetka, how they would address relevant work tasks in this assignment, and their proposed budgets for the project. The Teska team is prepared to work with whichever market firm the Village selects for this assignment.

FIRM SUBMISSIONS

■ Goodman Williams Group

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■ HR&A

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■ Valerie S. Kretchmer Associates, Inc.

| | |
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GOODMAN WILLIAMS GROUP

GOODMAN WILLIAMS GROUP

QUALIFICATIONS AND EXPERIENCE

Goodman Williams Group is well qualified to complete the Market Analysis component of the Downtown Winnetka master plan. Linda Goodman, Principal, will serve as project manager, overseeing all aspects of the market work on this assignment. She has nearly three decades experience tracking market trends in the greater Chicago area, and has recently completed commercial and residential market analyses in Glenview, Wilmette, and Evanston. In 2013, Goodman Williams Group completed a comprehensive city-wide retail market study for the City of Chicago. AMLI Residential hired Goodman Williams Group to analyze the market for their high-end apartment project in Deerfield, which is now under construction.

Zach Lowe will be a Senior Consultant on the Goodman Williams Group team. He is a recognized expert in analyzing housing markets, with more than 15 years of experience working for public- and private-sector clients in Metropolitan Chicago and across the country. He has completed consulting assignments in numerous North Shore and north suburban Chicago communities, providing planning guidance for both the single and multifamily housing sectors.

APPROACH

Goodman Williams Group recognizes the value of this multi-disciplinary team, and will work closely with the planners, traffic engineers, zoning experts, and others as the Downtown Winnetka Master Plan is crafted. We also value the public input and vision for the commercial corridors, which will help inform their ultimate build-out.

We will begin with a careful review of all the past market research and planning documents that have been completed in Winnetka, including the ULI TAP Panel Report and previous plans for the Post Office site. But we will also look at Winnetka's three commercial districts with a fresh set of eyes to understand their relationship to one another as well as to other commercial corridors and shopping centers serving the North Shore. Rigorous data gathering and analysis will be part of our contribution to the plan, combined with a qualitative understanding of Winnetka's unique assets and vision for its community.

Scope for Task 3

The RFP provides explicit direction for what it seeks as part of Task 3 – Market Analysis. We will include all of the identified components, as discussed below.

We will begin with a socio-economic analysis of Winnetka and the surrounding communities. This will include demographic and household trends and projections, an analysis of income and employment, school enrollment, and other metrics. Together with the transportation planners, we will analyze trends in Metra commuter traffic and auto counts on Green Bay Road and other major commercial thoroughfares.

Retail Market

This portion of the work plan will include a thorough inventory of all commercial spaces in Winnetka's commercial corridors as well as in surrounding commercial centers. We will note and categorize tenants by type of merchandise, ownership (local/independent or national chain) and analyze vacancy and rental rate trends. Interviews with building owners and leasing agents will inform our understanding of the trade area and the unique assets of these commercial spaces as well as the challenges they face. With an understanding of the competitive retail environment, we will proceed to analyze the trade area, noting where dollars are being spent for various types of retail merchandise. We will analyze trends in retail sales tax revenue for Winnetka and the adjacent communities to help frame Winnetka's competitive position.

Restaurants and entertainment destinations will be an important component of this analysis. The potential for additional casual and full-service dining options will be considered, as will the potential for additional entertainment options serving different demand segments within the community.

Office and Service Uses

Goodman Williams Group recognizes that some office and service uses are more supportive of vibrant commercial corridors than others. We will include analyses of various types of office users, including medical/dental; professional services and general office; and educational/not-for-profit. We will include office and service uses in our inventory of the commercial corridors.

These market findings will be incorporated into the Plans for the Three Corridors. In addition, for the site-specific development opportunities, we will provide:

- Estimates of supportable commercial square footage by category
- Absorption rates
- Net rents and overall occupancy costs per square foot.

Residential Market

Task 3 will also include analyses of the multifamily residential market, both rental and for-sale, that might be supportive of Downtown Winnetka. We will inventory existing and planned multifamily developments in the area, noting occupancies, per-square-foot rents and sale prices, unit and building features and amenities, absorption rates, parking ratios, and the nature of the tenancy (seniors, empty-nesters, divorced parents, millennials, etc.) Recognizing that height and density are important issues, we will note both in our inventory. We will analyze this inventory information, together with market-level economic and demographic data, to develop a comprehensive evaluation and forecast of supply and demand conditions within the Downtown market area.

Working with the planning team, we will identify the most appropriate sites for residential development in and adjacent to the commercial corridors, recommending the product type and noting a scale that is supportive of the corridors and is compatible with the surrounding development. For the site-specific opportunities, we will make specific residential recommendations where appropriate, and offer conclusions on pricing and absorption.

Scope for Tasks 4 and 8

The RFP states that the Plan must consider up to four specific sites and “examine their capacity for redevelopment.” The Village-owned post office site will be one of those sites. Goodman Williams Group will contribute to these site-specific plans, providing input on the appropriate use or mix of uses and supportable square footage. In addition, we will provide preliminary input into determining the economic feasibility of the project based on realistic estimates of rental rates, sale prices, absorption rates, and overall project costs.

One effective tool for determining economic feasibility is a residual land value analysis, which backs into the land value based on the value of the completed development less the costs to build it. If the residual land value is significantly less than market value, it suggests a gap that would need to be filled if the project is to go ahead.

Goodman Williams Group can also contribute to the implementation strategies, providing input on prioritization based on market conditions.

Linda Goodman

**Principal
Goodman Williams Group**



Linda Goodman is a founding principal of Goodman Williams Group, where she specializes in analyzing market trends and creating development strategies for public- and private-sector clients. Through numerous real estate cycles, she has analyzed opportunities for residential, retail, office, and industrial projects.

Helping to strengthen retail corridors and downtown business districts has been an important component of Ms. Goodman’s consulting practice. She has assessed commercial development opportunities in Chicago neighborhoods on the north, south, and west sides. In the suburbs, she has teamed up with urban planning firms to develop plans for a variety of transit-served downtowns, including Barrington, Evanston, Elmhurst, LaGrange, Naperville, Mokena, Villa Park, and Wilmette.

Ms. Goodman has contributed to dozens of real estate market analyses for the City of Chicago under the Planning Now and Tax Increment Financing (TIF) programs. Her analyses have involved site-specific residential and commercial development proposals as well as plans for corridors and neighborhoods. In 2013 she helped complete a citywide retail analysis with strategies to improve the competitive position of the City of Chicago. She tracks land sales in the Central Area that are used by the Department of Planning and Development to calculate affordable housing and other off-site zoning bonuses.

Private developers and institutional investors have retained Ms. Goodman to forecast office and industrial markets in the City and suburbs. A study of rail-related economic development opportunities included an analysis of industrial corridors throughout Chicago. A market study of the West Loop included 20-year forecasts of the office, residential, hotel, and retail sectors.

Education:
M.A. Urban Studies, Occidental College
B.A. History and Literature, Harvard College

Memberships:
Lambda Alpha International
Metropolitan Planning Council
Urban Land Institute

Prior to co-founding Goodman Williams Group in 1993, Ms. Goodman was a Project Manager in the Corporate Advisory Services Group of Rubloff, a full-service real estate firm. Ms. Goodman began her career at Real Estate Research Corporation (RERC), a national real estate consulting firm.

Ms. Goodman is on the Board and has served as President of the Ely Chapter of Lambda Alpha, an honorary land economics society. She is a long-time member of the Board of Governors of the Metropolitan Planning Council (MPC), a leading civic organization. She is a guest lecturer at the College of Urban Planning and Public Affairs at the University of Illinois at Chicago. A resident of Lincoln Park, Ms. Goodman serves on the Planning Committee of the Sheffield Neighborhood Association.

Zach Lowe

Senior Consultant Goodman Williams Group

Zach Lowe is a housing market veteran with over 15 years of experience providing market analysis and development planning services to a wide variety of public and private sector clients.



Zach's work has led him to client engagements in dozens of markets spanning 23 states. His guidance has been a critical part of development planning for more than 100,000 housing units, and his insights have helped municipalities shape their futures and create sensible, community-enhancing land use plans and economic development strategies based on market realities and potentials.

Zach's expertise spans nearly every housing product form in both the for-sale and rental sectors. He has worked extensively on urban infill, transit-oriented, and redevelopment projects and with housing for specialized populations such as low income, senior, and military households. In addition, Zach has helped clients to understand and address the growing housing needs of the Millennial generation.

Education:

B.A. English & Communications, The University of Kansas

Memberships

Lambda Alpha International
MIRM (Member of the Institute of Residential Marketing)

A Chicago resident, Zach has worked throughout metropolitan Chicago. Specific assignments have included a comprehensive housing market analysis of a 42-county region in Northern Illinois and Southern Wisconsin (including all of Metropolitan Chicago), providing detailed information on regional economic, demographic, and real estate market

trends and housing demand projections.

In addition to consulting assignments, Zach conducts a quarterly New Home Market Survey for the entire Suburban Chicago region, including suburban Cook County as well as DuPage, Kane, Kendall, Lake, McHenry, and Will counties. This survey tracks essential metrics on more than 150 new home developments across the region and serves as a critical resource for conducting market analysis and for forecasting future supply and demand conditions.

In 2011, Zach founded Residential Planning Partners, a Chicago-based real estate market research and planning consultancy. Prior to that, he served as Director of Client Services for Tracy Cross & Associates, a housing market research firm based in Schaumburg.

Zach has written and spoken on a wide variety of residential real estate topics. He is a member of the Ely Chapter of Lambda Alpha International, the honorary society for the advancement of land economics. In 2007, he was awarded the MIRM (Member of the Institute of Residential Marketing) designation, representing the highest attainable level of expertise in residential real estate marketing, from the National Association of Home Builders.

Apartment Market Analyses

AMLi Residential LLP

Evanston, IL

Deerfield, IL

Challenge: Analyze the market for two proposed rental apartment buildings to be built in Chicago's Northern Suburbs.

Background: Goodman Williams Group was retained by AMLi Residential to prepare market studies as part of the approval processes for two proposed apartment developments. For both projects, the market study was included in the submittal to Plan Commissions, and Goodman Williams Group provided oral testimony at various hearings.

The Evanston project is a mixed-use rental building with 214 apartments and ground floor commercial space located at the southeast corner of Chicago Avenue and Kedzie Street, proximate to the Main Street Purple Line CTA Station and the Main Street Metra Station. The market analysis looked at the depth of demand for the rental units as well as the types of businesses that would be likely tenants for the commercial space.

The Deerfield site is located on the south side of Lake Cook Road at Wilmot Road, east of the Tri-State Tollway (I-294). Goodman Williams Group's market analysis analyzed the different demand segments of the target market, including:

- Younger workers employed in the numerous corporate offices located along the Tri-State corridor.
- Downsizing senior households living in Deerfield and adjacent communities. The site is adjacent to the Council for Jewish Elderly's Weinberg Campus.

When the AMLi Deerfield project opens, it will face an increasingly competitive multifamily rental market. Goodman Williams Group analyzed current and proposed apartment projects located in Glenview, Northbrook and other communities in the primary market area. AMLi's proposed unit mix and size, per-square-foot rents, and amenities were appropriate for the target market.

Outcome: AMLi Evanston opened in Spring 2013. The Deerfield project is expected to secure all necessary approvals and break ground in 2013.

Client: Mr. Stephen C. Ross
Executive Vice President
AMLi Residential
312-984-5042
sross@amli.com



Village of Glenview Downtown Glenview Market Update

Challenge: Complete retail market study of Downtown Glenview, focusing specifically on key underutilized properties along Glenview and Waukegan Roads.

Background: Goodman Williams Group was part of a team led by U.S. Equities that was retained by the Village of Glenview to generate redevelopment strategies for specific Village-owned sites in Downtown Glenview. The Village was particularly focused on three key downtown sites, including the former Dominick's site at 1020 Waukegan Road and the site of Fire Station 6, located at 1815 Glenview Road.

As part of the market study, Goodman Williams Group completed the following tasks in the fall of 2011:

- Updated demographic, household, and economic trends to gain an understanding of the competitive position of Glenview.
- Updated and analyzed retail and commercial development in Downtown Glenview and nearby North Suburban communities that are comparable to, or competitive with, Glenview.
- Delineated trade area and presented leakage analysis that showing household expenditures in various retail categories.

The report also included recommendations that would enhance the development environment in Glenview, such as regulatory considerations and financial incentives.

Outcome: The market update was presented to Village Trustees in January 2012. In 2014, a new Heinen's Fine Foods opened on the site of the shuttered Dominick's. The former fire station site was sold to developer Trammell Crow, who is building a mixed-use project called Midtown Square.

Client: Ms. Mary Bak
Former Development
Director
Village of Glenview
marybak@gmail.com



City of Evanston Market Updates for new Downtown Plan

In 2007, the City of Evanston embarked on a process to update its Downtown Plan and rewrite its zoning ordinance. Goodman Williams Group was selected as part of a team headed by Duncan Associates and The Lakota Group to complete residential, office, and retail market analyses that would help inform the new plan and zoning code.

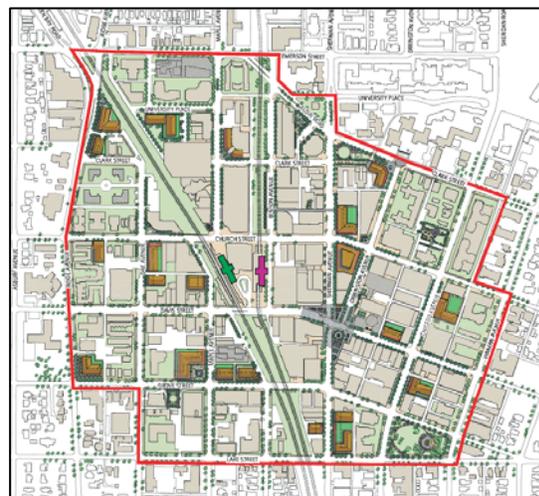
Goodman Williams Group's work followed an earlier analysis of the retail market in Downtown Evanston. In 2004, Goodman Williams Group worked with Mid-America Real Estate to complete a retail market analysis and strategy for the Downtown.

Goodman Williams Group completed the following tasks as part of these market analyses:

- Interviewed retailers, developers, and downtown property owners as well as Northwestern University officials to learn of their plans, trends in their businesses, and ideas for Downtown Evanston.
- Updated an inventory of all businesses located within the downtown study area and analyzed changes in various retail and service categories.
- Conducted a shopper intercept survey to better understand who is coming to Downtown Evanston to shop, eat, and work.
- Analyzed the expenditure potential and competitive retail environment to identify the amount and types of retailers that could be supported in this transit-served downtown.
- Analyzed the housing market to determine the depth of demand for multifamily residential units at various price points.
- Inventoried Evanston's office market and offered recommendations on how best to expand the workforce population.

The Draft Downtown Plan and zoning recommendations have been approved by the Plan Commission after a number of hearings and revisions and were subsequently approved by City Council in early 2009.

Client: Dennis Marino
City of Evanston
847-448-8674
dmarino@cityofevanston.org



Village of Wilmette Market and Financial Feasibility Analyses for Village Center Master Plan

Challenge: Complete a Master Plan for the area around the Metra Station in Downtown Wilmette, focusing on development recommendations for key underutilized properties.

Background: In 2010, Goodman Williams Group was part of a team led by The Lakota Group that was retained by the Village of Wilmette to undertake a master planning process for Wilmette's Village Center. The project, funded and coordinated through the Regional Transportation Authority's (RTA) Community Planning Program, focused on encouraging transit-oriented development and enhancing connections across Green Bay Road.

Goodman Williams Group completed market assessments of residential, retail, and other commercial uses, and identified specific development opportunities for several key downtown parcels. The market findings and recommendations were reviewed with the Project Advisory Committee and at a number of public meetings and workshops. Development recommendations included:

- Mixed-use buildings on the west side of Green Bay Road between Central and Wilmette Avenue with ground floor retail and residential above. A parking deck would serve the library, post office, and retail patrons as well as commuters.
- Commercial development on additional underutilized sites along the west side of Green Bay.
- Restaurant and retail uses on Central Avenue across Green Bay Road and a mixed-use building on the site of the existing Chase Bank.

Preliminary financial feasibility analyses for the recommended alternatives showed the effect of increasing height limits. The models were made interactive as a tool for Village staff to reflect changes in market conditions going forward.

Outcome: The Village Center Master Plan was adopted by the Village Board in January 2011. In 2014, the Village sold 611 Green Bay Road, a development site identified in the Plan, to M&R Development. They are planning a six-story development with rental apartments over ground-floor retail.

Client: John Adler
Community Development Director
adlerj@wilmette.com



ESTIMATED BUDGET FOR GOODMAN WILLIAMS GROUP

| Task | Linda Goodman | Zach Lowe | Aneesha Marwah |
|---|-----------------|-----------------|----------------|
| | \$200 | \$185 | \$110 |
| 1. Data Collection - Existing Conditions | | | |
| Review Past Documents | 4 | 4 | 4 |
| Initial field work | 8 | 8 | |
| 2. Community Input | | | |
| Meeting with Village representatives | 2 | 2 | |
| Participation in stakeholder interviews | 8 | | |
| 3. Market Analysis | | | |
| Commercial | 28 | 8 | 12 |
| Residential | 8 | 28 | 12 |
| 4. Land Use Recommendations & Site-Specific Plans | 8 | 4 | 4 |
| 5. Parking | | | |
| 6. Infrastructure | | | |
| 7. Land Use and Regulatory Review | | | |
| 8. Implementation Strategies | 8 | 4 | 4 |
| Subtotal hours | 74 | 58 | 36 |
| Subtotal fee | \$14,800 | \$10,730 | \$3,960 |
| Total fee | \$29,490 | | |

HR&A



FIRM PROFILE

“We founded this firm to continue the reinvention of the American city into vibrant urban centers that offer jobs and sustain a high quality of life for diverse communities.”

– John H. Alschuler, Chairman

HR&A Advisors, Inc. (HR&A) is an industry-leading real estate, economic development and energy efficiency consulting firm.

We have provided strategic advisory services for some of the most complex mixed-use, neighborhood, downtown, campus, and regional development projects across North America and abroad for over thirty years. We understand the importance of linking accretive private investment with public resources to support investors and communities’ responsibilities and aspirations.

We have offices in New York, Los Angeles, and Washington D.C., a presence that allows us to serve clients all over the world.

From Brooklyn to London, and Southern California to Hong Kong, we have guided hundreds of clients in transforming real estate and economic development concepts, and public infrastructure, first into actionable plans then into job-producing, community-strengthening assets.

We have served a range of clients – real estate owners and investors, hospitals and universities, cultural institutions, community development organizations and governments – since 1976.





AWARDS AND RECOGNITION

HR&A's work has been recognized by numerous prestigious industry organizations.

American Planning Association National Planning Achievement Award in Environmental Planning, Arlington County's Community Energy Plan, Arlington, VA, 2014

American Road & Transportation Builders Association Globe Award, First Place in Public Transit, New York Rising Community Construction Program, NY, 2014

American Planning Association New York, Meritorious Achievement Award, Brooklyn Tech Triangle Strategic Plan, Brooklyn, NY, 2013

American Planning Association Missouri, Outstanding Planning Award, St. Louis Zoo Expansion Framework Plan, St. Louis, MO, 2013

PowerGrid International Magazine Best Energy Efficiency and Demand Response Project Award, Duke Energy's Smart Energy Now Program Design and Management, Charlotte, NC, 2012

American Institute of Architects Honor Award for Regional and Urban Design, Master Plan for the Central Delaware Riverfront, Philadelphia, PA, 2012

Rudy Bruner Award for Urban Excellence, Silver Medal, Brooklyn Bridge Park, Brooklyn, NY, 2011

International Economic Development Council Neighbourhood Development Prize, High Line Park Transformation, New York, NY, 2010

Society for College and University Planning Excellence in Planning for a District or Campus Component, Merit Award, The Aga Khan University for the AKU Faculty of Arts and Sciences University Village Land Use Plan, Karachi, Pakistan, 2010

American Society of Landscape Architects Honor Award, Brooklyn Bridge Park, Brooklyn, NY, 2009

International Economic Development Council Partnership Award, Cincinnati Center City Development Corporation (3CDC) Creation, Cincinnati, OH, 2009

New Jersey Future Smart Growth Award, District Plan, Newark, NJ, 2009

Urban Land Institute Award for Excellence, Daniel Island Redevelopment, Charleston, SC, 2007

American Council for an Energy-Efficient Economy Exemplary Low-Income Energy Efficiency Program Award, Design and Administration of New York State Energy Research and Development Authority's (NYSERDA) New York Energy \$martSM Assisted Multifamily Program (AMP), NY, 2005

American Institute of Architects Honor Award for Regional and Urban Design, Anacostia Waterfront Initiative Framework Plan, Washington D.C., 2005

Rudy Bruner Award for Urban Excellence, Silver Medal, New Jersey Performing Arts Center, Newark, NJ, 2001



SELECTED CLIENT LIST

Public Clients

Boston Redevelopment Authority
 Boulder Urban Renewal Authority
 City of Austin
 City of Cincinnati
 City of Columbus
 City of Detroit
 City of Los Angeles
 City of Minneapolis
 City of Mount Vernon
 City of New York - Department of City Planning, Department of Transportation, Economic Development Corporation, Housing Authority, Mayor's Office of Long Term Planning and Sustainability
 City of Newark
 City of Saint Paul
 City of San Antonio
 City of Santa Monica
 City of Seattle
 City of Trenton Department of Housing and Economic Development
 Community Redevelopment Agency of the City of Los Angeles
 District of Columbia, Office of Planning
 Fort Monmouth Economic Revitalization Authority
 Long Island Regional Planning Council
 Los Angeles County Metropolitan Transportation Authority
 Los Angeles World Airports
 Lower Manhattan Development Corporation
 Maryland National Capital Park and Planning Commission
 Mecklenburg County Real Estate Services Department
 Minneapolis Parks and Recreation Board
 New Haven Economic Development Corporation
 New Jersey Economic Development Authority
 New York State Energy Research and Development Authority
 NJTRANSIT
 Olympic Park Legacy Company
 Perth Amboy Redevelopment Agency
 Port Authority of New York and New Jersey
 Ramsey County Regional Railroad Authority
 San Diego Centre City Development Corporation
 South Carolina State Ports Authority
 Southern California Association of Governments
 Transport for London
 Waterfront Toronto

Private Clients

Brookfield Properties
 Catellus Development Corporation
 Centex Homes
 Daniel Island Development Corporation
 Disney Development Corporation
 Duke Energy
 Edison Properties
 Galesi Group
 Gaylord Entertainment
 General Growth Properties
 Hanjin International
 Home Depot Company
 LCOR, Inc.
 Macerich
 Milstein Properties
 Motion Picture Association of America
 NBC Universal

New York Times Company
 ProLogis, Inc.
 The Related Companies
 S.L. Green Realty Corporation
 Trammell Crow Company
 Twentieth Century Fox
 The Walt Disney Company
 Westfield Corporation, Inc.
 Wilson Meany Sullivan

Civic Clients

The Aga Khan Foundation of Canada
 Alliance for Downtown New York
 Atlantic City Alliance
 Brooklyn Bridge Park Development Corporation
 Cincinnati Business Committee
 Cincinnati Center City Development Corporation
 Community Corporation of Santa Monica
 Delaware River Waterfront Corporation
 Downtown Greensboro, Inc.
 East Baltimore Development, Inc.
 Memphis Riverfront Redevelopment Corporation
 Times Square Alliance

Institutional Clients

Brown University
 Cincinnati Children's Hospital
 City University of New York
 The College of New Jersey
 Columbia University
 International Finance Corporation
 Keck Institute of Applied Life Sciences
 Lehigh University
 New Jersey Performing Arts Center
 New York Blood Center
 New York University Langone Medical Center
 Owensboro Medical Health Systems
 Trinity Wall Street
 University of California, Los Angeles and Santa Barbara
 University of Cincinnati
 University of North Carolina at Greensboro
 University of Southern California
 University of Texas at Austin
 University of Toronto
 Washington University in St. Louis

Not-for-Profit Clients

92nd Street Y
 Action Greensboro
 Brooklyn Academy of Music
 Brooklyn Museum of Art
 ChooseNJ
 Design Trust for Public Space
 Friends of the High Line
 Harry Frank Guggenheim Foundation
 Minneapolis Orchestral Association
 Museum for African Art
 National Resources Defense Council
 New York State Association for Affordable Housing
 Research Triangle Foundation
 Rose Kennedy Greenway Conservancy



JOHN ALSCHULER
CHAIRMAN

EDUCATION

University of Massachusetts
Doctorate of Education
Urban Education and Public Administration
1973

Wesleyan University
Bachelor of Arts
1970

AFFILIATIONS

Center for an Urban Future
Board of Directors
2014-Present

Global Agenda Council on Urbanization
of the World Economic Forum. Member
2012 – Present

Friends of the High Line
Board Chair
2009 – 2014

Friends of the High Line
Emeritus Board Chair
2009 – 2014

SL Green Realty Corp.
Board of Directors
Chair of the Compensation Committee
1997 – Present

Columbia University
Graduate School of Architecture,
Planning, and Preservation
Adjunct Associate Professor
1988 – Present

For over 25 years, John Alschuler has guided HR&A's real estate advisory practice. A Winnetka native and proud graduate of New Trier High School, John's work today focuses on the revitalization of urban communities, development finance, and regional economic development. John's core skills include structuring public-private partnerships, development finance, building parklands, and creating innovative development strategies. He has worked in places as diverse as Columbus and Cincinnati, Ohio; Charleston, South Carolina; Research Triangle Park, North Carolina; and Austin, Texas. His work has produced bold plans that have reshaped important neighborhoods, downtown districts, and waterfronts. John has held several positions in city governments, including City Manager for Santa Monica, and brings his experience in public budgeting and public finance to his practice.

Redevelopment of the Third Street Promenade | Santa Monica, California

As City Manager of the City of Santa Monica, oversaw the beginning stages of the redevelopment of the Third Street Promenade, an outdoor, pedestrianized mall widely credited with raising the profile of its surrounding neighborhood. The City of Santa Monica undertook the redevelopment of the promenade in the 1980s after years of decline following an initial pedestrianization effort in the 1960s. The City coordinated the redesign of the mall's physical landscape; instituted zoning changes to attract a mix of retail; and created new funding mechanisms, including new paid parking structures adjacent to the promenade, to cover maintenance costs. The redevelopment of the promenade was a resounding success. Retail rents increased by over 100% in the first four years, and vacancy rates have been effectively zero since the early 1990s. Today, the Third Street Promenade stands as one of Santa Monica's greatest assets.

Research Triangle Park Economic & Planning Advisor | North Carolina

For the Research Triangle Park, the first and most prestigious of its brand of science and technology research parks, worked with a multidisciplinary team create a master plan for the next 50 years of the Park's growth, by advising the team on economic and business planning. Directed an assessment of the local real estate market and the needs of the current and next generation of Park companies to recommend a set of improvements and changes to the Park. Evaluated the financial feasibility of physical and business planning alternatives generated by the team, and recommended a set of implementation and business strategies to help the Park continue to act as an engine of regional economic growth. Identified development partners for plan implementation, and negotiated associated agreements. Hines was designated as the lead development partner. Currently serving as an advisor to the Research Triangle Foundation as it works to implement the Plan.

Michael Reese Hospital Redevelopment Strategy | Chicago, Illinois

For the City of Chicago Department of Housing and Economic Development, produced in partnership with SOM a redevelopment strategy for the former Michael Reese Hospital site, a 48-acre site on the near south side of Chicago. Evaluated real estate market opportunity and through outreach to nearly 40 stakeholders, recommended 3 anchor-driven development scenarios with 7 to 9 million square feet of program. Conducted financial analysis to evaluate scenarios and guided the program, infrastructure, and phasing of the master plan.

Development Advisory for Daniel Island | Charleston, South Carolina

For the Guggenheim family interest, led the redevelopment of Daniel Island, a 5,000-acre tract of land in Charleston, South Carolina, from its state as a rural hunting preserve through a comprehensive, award-winning planning process. Managed all permits and implementation of the first phase of development, including housing, office and recreational attractions. To date, the Daniel Island Plan has catalyzed over \$1 billion in real estate transactions and



JOHN ALSCHULER
CHAIRMAN

WORK EXPERIENCE

HR&A Advisors, Inc.
(Formerly Hamilton, Rabinovitz & Alschuler, Inc.)
Chairman
1984 – Present

Daniel Island Development Company
President
1993 – 1996

City of Santa Monica California
City Manager
1981 – 1984

Ford Foundation
Consultant to
1980 – 1981

SPEAKING ENGAGEMENTS

John is a regularly requested speaker for conferences and events held by large professional organizations both in New York City, and internationally. Some of his more recent speaking engagements have been held by the Urban Land Institute (ULI), the New York City Bar Association, the International Skyrise Greenery Conference and WNYC.

received the Urban Land Institute Award for Excellence and the National Association of Home Builders’ America’s Best Suburban Smart Growth Community award.

Uptown Plan | Normal, Illinois

As part of a multidisciplinary team led by Farr Associates, advising on an update of the Uptown Normal master plan on behalf of the Town of Normal, Illinois. Guiding the next phase of redevelopment in Uptown Normal, including a six acre Town-owned parcel south of the railroad tracks, assessing the market potential for new office development. Providing case studies of successful strategies to extend downtown investment across physical barriers in order to guide infrastructure investment decisions.

Technical Advisory for the Santa Monica Civic Auditorium | Santa Monica, California

Served as Chair of the Urban Land Institute’s (ULI) Technical Advisory Panel on the Santa Monica Civic Auditorium in May 2013. The 1.5 day Panel, convened by ULI on behalf of the Community & Cultural Services Department’s Cultural Affairs Division, brought together six distinguished experts in the urban planning field to advise on the long-term strategy for the redevelopment Auditorium, including funding sources, desired programming and operations, and physical opportunities and challenges of the site.

Columbus Downtown Development Advisor | Columbus, Ohio

For three years, led the downtown development efforts for the City of Columbus, Ohio as its development manager. Secured substantial funding from both public and private sectors for a planned development of a \$250 million mixed-use project. The area is slated to include a riverfront park, an arts district, a baseball stadium, and a redesign of the Lazarus building and the city’s amphitheater.

Revitalizing Downtown Cincinnati | Cincinnati, Ohio

For the City of Cincinnati, the Cincinnati Business Committee and Downtown Cincinnati, Inc., guided the revitalization efforts and developed a strategic investment plan that addressed development for Fountain Square, and provided strategic implementation direction for Over-the-Rhine. Led the creation of the Cincinnati Center City Development Corporation (3CDC), a non-profit development corporation charged with leading downtown revitalization efforts. The team’s final plan detailed strategies for different neighborhoods and included an action plan and organizational strategy for implementation. HR&A and 3CDC were awarded a prestigious IEDC Partnership Award for a Public-Private Partnership in a city with a population of over 200,000.

Sparkling Real Estate Development through Park Activation on the High Line | New York City, New York

On behalf of the Friends of the High Line, led the preparation of an economic impact study regarding reuse of the High Line rail viaduct as a public open space. Considered whether the costs associated with converting the railroad into a public open space would be justified by the economic and social benefits of the park. Worked with the Friends of the High Line and the NYC Planning Commission in developing an innovative rezoning. In 2009, the Urban Land Institute awarded the NYC Department of City Planning’s 2005 West Chelsea Rezoning a Global Award for Excellence. Currently, serves as Board Chair to the organization.

Anacostia Waterfront Initiative & Capitol Riverfront District Plan | Washington, D.C.

For the District of Columbia’s Office of City Planning, in partnership with City and federal agencies, led the Anacostia Waterfront Initiative to develop a short and long-term revitalization plan for the neighborhoods and waterfront along a ten-mile-stretch of the Anacostia River. Managed the overall effort, including analyzing the opportunities and challenges for development, performing economic analyses to demonstrate the viability of the Framework Plan, building consensus for the vision among numerous public agencies, and coordinating substantial public outreach efforts. Produced a development framework plan for a new 350-acre neighborhood anchored by the relocation of the Nationals Ballpark and a new development at the Navy Yard: the Capitol Riverfront.



KATE COBURN
PARTNER

EDUCATION

University of Wisconsin
Bachelor of Science
1970

WORK EXPERIENCE

HR&A Advisors, Inc.
Partner
2010 – Present

ERA/AECOM Economics
Vice President
2007 – 2010

Economics Research Associates (ERA)
Principal
2000 – 2007

Cushman + Wakefield
Director of Retail Services
1997 – 2000

Park Tower Realty
Director of Marketing and Asset
Management
1989 – 1993

CBRE, formerly Edwards Gordon, Co.
Vice President,
Director of Downtown Marketing
1985 – 1989

Rockefeller Center
Vice President- Retail Leasing
1974 – 1985

Kate Coburn has been a key player in the real estate industry for nearly three decades, specializing in strategic planning, leasing and marketing of transit-oriented development, mixed-use urban complexes, downtown revitalization strategies, and retail programming. Her work focuses on incorporating retail/commercial uses into these projects as activating components. Her ability to understand the needs of the developer and tenant—from the initial market study, through implementation strategies—has created significant bottom-line results for both parties. Prior to joining HR&A, Kate served as the Founding Partner in the New York office of Economics Research Associates (ERA).

Reader’s Digest Site Redevelopment | New Castle, New York

While with AECOM, conducted a market study of multifamily age-restricted housing on behalf of the developer of a proposed mixed-use redevelopment of the former Reader’s Digest headquarters site. Evaluated demographic trends, the performance and positioning of other age-restricted housing product in the tri-state area, and market potential.

Dedham Square Site Redevelopment | Dedham, Massachusetts

On behalf of the Town of Dedham, assessed redevelopment opportunities for the Town Administrative Building and Police Station in historic Dedham Square. Conducted a market scan to identify opportunities on the sites, and worked with BETA Group to translate findings into a set of alternative site redevelopment programs. For each alternative, conducted pro forma financial analysis to estimate the land value to the Town generated under sale and ground lease disposition scenarios and offered recommendations for selecting a mixed-use redevelopment program for each site that would balance the Town’s dual goals of maximizing financial return for the land and introducing uses that will enhance the vibrancy of Dedham Square.

Washington University Retail Strategy | St. Louis, Missouri

On behalf of The Loop and East Loop Special Business Districts and Washington University in Saint Louis, created a retail recruitment and overall development strategy for the Delmar Loop, a retail and cultural arts corridor adjacent to the University and the route of a planned Trolley system connecting it to Forest Park. To assist in creating a more vibrant commercial and entertainment destination, provided recommendations for retail tenancing, economic development, public realm improvements, and governance and operations. Created a final strategy plan for retail recruitment, mixed-use development, public realm revitalization, and infrastructure investment, resulting in six new lease signings in the area including a supermarket and 24-hour diner.

Center City San Antonio Retail Recruitment Strategy | San Antonio, Texas

Led the creation of a retail study for Center City San Antonio that builds on HR&A’s previous work for a strategic framework for downtown. The retail study identified opportunities to improve retail and restaurant offerings in Center City, with a focus on a district centered on Commerce Street between Market Square and the San Antonio River. Created a holistic strategic growth plan that leverages existing demand to catalyze greater retail activity in a broader area, and conducted a demographic analysis, a retail market evaluation, and a retail spending gap analysis to guide retail tenancing recommendations. Based on this analysis, as well as analysis of opportunities and constraints in Center City as a whole, presented recommendations to the City for retail tenancing, marketing and recruitment, physical interventions to support retail growth, and governance and financial mechanisms for implementation.



KATE COBURN
PARTNER

AFFILIATIONS

- Urban Land Institute
Member
- Real Estate Board of New York Stores
Committee
Member
- International Council of Shopping Centers
Member
- New York City Police Museum
Former Trustee

SPEAKING ENGAGEMENTS

- International Council of Shopping Centers,
2012 Office-Worker Retail Spending in a
Digital Age
- Urban Land Institute
New York District Council
- Women Executives in Real Estate

PUBLICATIONS

- Real Estate Weekly
- Shopping Center Business

Retail Planning for the D Street Corridor | Boston, Massachusetts

Supporting the Massachusetts Convention Center Authority (MCCA)'s expansion of the Boston Convention and Exhibition Center (BCEC) along D Street in the rapidly changing Innovation District/South Boston neighborhoods. Led the retail visioning for the future character of D Street which will include new hotels, convention and exhibit space, and a parking structure. Evaluated customer groups that would be served by new retail as well as the existing character of retail in the area. Currently leading a tenanting strategy designed to meet the community's vision for an authentic, destination retail experience, including researching potential retail, restaurant, and entertainment tenants, developing collateral to market the opportunity, and conducting outreach to select potential tenants. Recommendations will outline next steps for the MCCA in recruiting tenants and creating a retail, restaurant, and entertainment mix that will activate D Street.

Senior Housing Market Analysis | Eastchester, New York

Assessed the market potential for age-restricted housing in support of the Town's evaluation of two proposed age-restricted multifamily housing projects, a 92-unit development and a 117-unit development. Presented its report the Town's Planning Board providing a peer review of a developer-sponsored market study and an independent assessment of senior demographics, comparable projects, and a demand analysis that identified the ability for projects to be successfully absorbed.

New Rochelle Armory Reuse | New Rochelle, New York

For the City of New Rochelle, provided an analysis of adaptive reuse of the City's Armory building. Conducted case study research and facilitated stakeholder engagement to produce three reuse scenarios.

Downtown Omaha Business District Analyses and Strategies | Omaha, Nebraska

On behalf of the Greater Omaha Chamber of Commerce and as part of a multidisciplinary team, analyzed and planned for the physical and economic redevelopment of four Neighborhood Business Districts in Omaha. Evaluated regional socioeconomic trends, real estate market conditions, and existing development plans, and strategic initiatives. Identified potential development opportunities for key catalytic sites within each Neighborhood Business District and provided leadership structures and project financing plans for implementation.

Princeton University Campus Expansion Retail Market Analysis and Tenanting Strategy | Princeton, New Jersey

While with ERA, engaged by Princeton University to create a retail plan for a mixed-use district anchored by the Princeton Train Station and the University's new performing arts campus which will include the McCarter Theater, a new black box theater and a branch of the Princeton Museum. Analyzed the existing economic conditions in the Borough of Princeton, determined the amount of retail space that could be supported and provided a mix of uses for the proposed new retail and restaurant spaces. In addition, conducted surveys of student faculty and staff.



KUMAR KINTALA
PRINCIPAL

EDUCATION

Massachusetts Institute of Technology
Master in City Planning
2008

Massachusetts Institute of Technology
Master of Science,
Transportation
2008

University of Michigan
Bachelor of Science
Operations Engineering
2005

WORK EXPERIENCE

HR&A Advisors, Inc.
Principal
2014 – Present

HR&A Advisors, Inc.
Director
2011 – 2014

HR&A Advisors, Inc.
Senior Analyst
2010 – 2011

AECOM
(formerly Economics Research Associates)
Senior Analyst
2008 – 2010

AFFILIATIONS

Coro Leadership New York Alumnus

Kumar Kintala advises clients on development strategy and structuring public-private partnerships, specializing in master planning, transit-oriented development, and community revitalization. He frequently leads assignments involving negotiating transactions and establishing business cases for proposed investments or policies. His core skills include financial feasibility analysis, economic impact analysis, fiscal impact analysis, market research, and cost-benefit analysis. Kumar previously worked at AECOM Economics where he consulted clients on revitalization and development strategy.

Uptown Plan | Normal, Illinois

As part of a multidisciplinary team led by Farr Associates, advising on an update of the Uptown Normal master plan on behalf of the Town of Normal, Illinois. Guiding the next phase of redevelopment in Uptown Normal, including a six acre Town-owned parcel south of the railroad tracks, assessing the market potential for new office development. Providing case studies of successful strategies to extend downtown investment across physical barriers in order to guide infrastructure investment decisions.

Michael Reese Hospital Redevelopment Strategy | Chicago, Illinois

For the City of Chicago Department of Housing and Economic Development, produced a redevelopment strategy in partnership with SOM for the former Michael Reese Hospital site, a 48-acre site on the near south side of Chicago. Evaluated real estate market opportunity, conducted outreach to nearly 40 stakeholders, and recommended 3 anchor-driven development scenarios with 7 to 9 million square feet of program. Conducted financial analysis to evaluate scenarios and guided the program, infrastructure, and phasing of the master plan.

Lakeside Development Strategy | Chicago, Illinois

Advised McCaffery Interests on strategies to catalyze redevelopment of a 600-acre brownfield site owned by US Steel on the far south side of Chicago. Provided lessons learned from case studies of similarly large urban redevelopment efforts and identified the need for an anchor use, deep site-specific incentives, open space amenity, and high-quality transit.

Pier Village Public-Private Partnership Structuring | Long Branch, New Jersey

Advised the City of Long Branch on its decision to invest in the proposed \$195 million third phase of Pier Village, an award-winning mixed-use development on the Jersey Shore. Supported negotiations, tested the developer pro forma to identify an appropriate subsidy, and constructed the public policy case underpinning a \$25 million City investment approved by City Council, including new public realm amenity, new City-controlled parking for visitors, fiscal revenues, and contribution to the overall economic development of the City.

Advising on TOD for Metro-North Railroad | Harrison, New York

Advising Metro-North Railroad on structuring a development agreement with a real estate developer to build a mixed-use transit-oriented development on its property adjacent to the Harrison commuter railroad station in Westchester County, New York. Reviewed developer RFP responses for economic benefit to Metro-North Railroad, and recommended a preferred developer. Supporting negotiations among Metro-North Railroad, the Town of Harrison, and the developer to secure approvals for a project that will provide new commuter parking spaces and anchor downtown Harrison with new residential and retail uses.

Downtown Development Strategy | Farmingdale, New York

Provided a real estate market analysis as part of New York State’s Brownfields Opportunity Area grant program for downtown Farmingdale on Long Island. Identified a market-supportable residential and retail program and recommended redevelopment sites for



KUMAR KINTALA
PRINCIPAL

transit-oriented development. Illustrated catalytic potential for the downtown through case studies of existing and successful transit-oriented developments in the New York metropolitan area.

Gateway Corridor Bus Rapid Transit Planning | Minnesota

Advising the Gateway Corridor Commission on alternative alignments and station area planning for a proposed, 12-mile bus rapid transit service that would connect Downtown St. Paul to its eastern suburbs and 3M's corporate headquarters. Providing strategic advice on the planning of the corridor to maximize economic development and transit-oriented development. Assessing the merits of alignment alternatives in terms of employment access and TOD potential through real estate market analysis and consultation with local officials and the development community. Guiding the creation of plans around each of the proposed stations to foster TOD.

Waterfront Site Development Strategy | Schenectady, New York

For the Galesi Group, identified supportable uses and advised on the development program and phasing for a 60 acre waterfront site in downtown Schenectady, New York. The project sought to create a mixed-use development that created new connections to the historic Stockade district, downtown Schenectady, and nearby major employers. Conducted a regional market scan, demand analysis, and 4 focus groups with staff at the major employers in the region to understand residential and retail living and shopping habits. Analyzed real estate market potential and recommended an amenity-rich residential, retail, and hotel development program.

Retail Strategy for UNC Greensboro Spartan Village Campus Expansion | Greensboro, North Carolina

Provided the University of North Carolina Greensboro with a retail market study and tenancing strategy for Spartan Village, a mixed-use expansion of the campus that will open in fall 2013 with nearly 100,000 square feet of ground-floor commercial space. Conducted a gap analysis that quantified unmet demand for various retail store types. Surveyed students, faculty, and area residents and interviewed Greensboro real estate experts to inform tenant recommendations and phasing.

PREVIOUS EXPERIENCE

Comprehensive Plan for TOD and Waterfront Development | Port Jefferson, New York

While with AECOM, as part of a vision plan for the Village of Port Jefferson, New York, prepared a market analysis of retail and residential uses for the Village's Upper Port and Lower Port districts. Recommended a market-supportable development program for both areas, and a regulatory strategy to revitalize Upper Port, leverage the Long Island Rail Road station, and continue the success of Lower Port, a vibrant waterfront neighborhood.

Downtown Vision Plan Market Analysis | South Orange, New Jersey

Analyzed market potential for residential, retail, and office development for South Orange, New Jersey as part of a vision plan for the downtown on behalf of the Town/Village of South Orange, while with AECOM. Recommended a market-supportable development program for soft sites and advised the master planner, the Cecil Group, on positioning new development.

Hamptons Golf Course Community Housing Demand Analysis | East Quogue, New York

For a private landowner, recommended a residential positioning strategy for a proposed golf course community on a 430 acre site in East Quogue, New York. Identified unit absorption and price potential through comparable research and a primary and vacation home demand forecast. Recommended housing formats and an amenity package to support absorption.



RELEVANT PROJECT EXPERIENCE



Development Advisor to Metro-North Railroad for Mixed-Use Development in Harrison, NY

On behalf of the MTA/Metro-North Railroad (MNR), HR&A is providing development advisory services for a residential and retail transit-oriented development in Harrison, New York. In July 2011, MNR, in partnership with the Town/Village of Harrison, issued a Request for Proposals to develop property currently used as surface parking for the Metro-North Railroad Harrison station. HR&A reviewed and evaluated proposal submissions in terms of economic offer to MNR, project feasibility, and alignment with urban design and planning principles of the site. HR&A conducted residential real estate market analysis to gauge the feasibility of the market rents and absorption projected by the respondents. HR&A is currently assisting in the developer selection and negotiation process including preparation of a Joint Development Agreement.



Redevelopment and Re-Use Planning for the Santa Monica Civic Auditorium

On behalf of the City of Santa Monica, HR&A is leading a multi-disciplinary team to assist a City Council-appointed Civic Working Group and City staff to formulate recommendations for renovation and reuse of the Santa Monica Civic Auditorium building, a designated local historic landmark, and its surrounding 10-acre parking lot. The site could become a mixed-use arts and cultural campus within the City's Civic Center, adjacent to its Downtown. HR&A continues to provide strategic and technical support for three community workshops, focusing on the tradeoffs associated with funding both capital and operations of arts and cultural uses with possible on-site real estate development and other sources. With the help of its team, including web developer MetroQuest, HR&A built an online tradeoff tool that allows the community to make land use decisions and see their spatial and financial implications. Following completion of the third workshop, HR&A will assist the Civic Working Group to develop recommendations to City Council. This project follows from a well-received ULI-LA Technical Advisory Panel and report on this topic that was led by HR&A Chairman, John Alschuler in May 2013.



Market and Impact Analysis for the Redevelopment of Reader's Digest Site in New Castle, NY

HR&A has served as real estate advisor for the Town of New Castle in evaluating a developer's proposal to redevelop the Reader's Digest site, known as Chappaqua Crossing. HR&A conducted a feasibility and alternatives analysis of a proposed mixed-use development. HR&A created a development pro forma and assessed the viability of various development scenarios, analyzing product demand, school generation rates, infrastructure availability and traffic impacts, to provide an initial feasibility analysis. Working with the information gained through stakeholder interviews and data review, HR&A generated a set of hypothetical development alternatives scenarios. The benefits and detriments, both to the town and to the developer, of each of these plans were assessed.

HR&A later evaluated the economic and fiscal impacts in the developer's Draft Environmental Impact Statement (DEIS). HR&A reviewed the market analysis, fiscal data, and assessment of fiscal benefits and costs presented in the DEIS, identified potential risks to the Town, and recommended modifications to methodology, data, and presentation to clarify those risks.



RELEVANT PROJECT EXPERIENCE

In addition, HR&A Partner Kate Coburn while with AECOM, conducted a market study of multifamily age-restricted housing on behalf of the Chappaqua Crossing developer. The analysis assessed senior demographic trends, the performance and positioning of other age-restricted housing product in the tri-state area, and potential absorption through a demand model.

Vision Plan Market Analysis for South Orange, NJ



HR&A Principal Kumar Kintala advised The Township of South Orange Village to support the creation of a Downtown Vision Plan for the civic and commercial core of the Village, in partnership with the The Cecil Group, a planning and urban design firm. South Orange is a desirable residential community home to Seton Hall University and centered around a downtown with a NJ TRANSIT rail station that provides a 30 minute one-seat ride to Midtown Manhattan. The market analysis identified supportable residential, retail, and office development that could be developed in the downtown. The analysis included a review of historic real estate performance, comparable developments in the region, findings from local real estate experts, and quantitative demand forecasting. The analysis identified significant potential for mixed-use residential and retail development and working closely with The Cecil Group, the Vision Plan identified opportunity sites and strategies to leverage physical improvements to enhance development potential.

Planning for Research Triangle Park



The Research Triangle Park was the first and most prestigious of its brand of science and technology research parks. Built in the 1960s with the support of state and local economic development agencies and the three major universities in the region, the Park has catalyzed high-tech employment growth in the region and set the standard for parks comprised of corporate campuses within a park-like setting. On behalf of the Research Triangle Foundation, HR&A worked with a multidisciplinary team to create a master plan for the next 50 years of the Park's growth, serving as the team's economic and business planning advisor. As part of its work, HR&A assessed the local real estate market and the needs of the current and next generation of Park companies to recommend a set of improvements and changes to the Park. HR&A then evaluated the financial feasibility of physical and business planning alternatives generated by the team, and recommended a set of implementation and business strategies for the Foundation to undertake to help the Park continue to act as an engine of regional economic growth.

In parallel, HR&A undertook a comprehensive assessment of the economic and fiscal impact of the Park throughout the region, using longitudinal employment data to determine the Park's role in generating high-technology employment in the Research Triangle region. This study estimated the economic and fiscal impact of this employment, including direct, indirect and induced impacts. The study also calculated additional economic benefits including private industry investment, entrepreneurship and the creation of an innovation economy. As the Master Plan evolved, HR&A expanded its economic assessment to estimate the impact of the regulatory changes and additional development envisioned in the Plan.



RELEVANT PROJECT EXPERIENCE

HR&A now serves as an advisor to the Research Triangle Foundation as it works to implement the Plan. HR&A assisted the Foundation in working with tenants and owners within the Park to assemble land for mixed-use development clusters within the Park. HR&A also worked to identify development partners for plan implementation, and to negotiate and structure associated agreements. The Foundation designated Hines as its lead development partner.



Feasibility of Infill Development in a Nassau County, NY TOD District

On behalf of Nassau County, HR&A supported Parsons Brinckerhoff's efforts to assess the feasibility of infill redevelopment around 21 Long Island Railroad Stations in Nassau County, New York. The team's goal was to analyze site conditions and make strategic recommendations for station redevelopment that will later lead to implementation. HR&A worked with Parsons Brinckerhoff to identify three preferred station areas and participated in civic meetings and focus groups with developers to assess opportunities and constraints for development. We conducted a market scan that examines demographic, socioeconomic, and real estate trends surrounding a shortlist of three preferred station areas to determine development potential. HR&A supported Parsons Brinckerhoff in identifying strategies for phasing and implementation, providing regulatory recommendations and reviewing financial feasibility of site specific development at each of the three station areas. Market findings and phasing and implementation recommendations are summarized in a report that includes development pro formas for the three scenarios.



Senior Housing Market Analysis for the Town of Eastchester, NY

On behalf of the Town of Eastchester, New York, HR&A assessed the market for age-restricted housing in support of the Town's evaluation of two proposed age-restricted multifamily housing projects, a 92-unit development and a 117-unit development. HR&A market analysis found significant unmet potential for new age-restricted, multifamily housing options. HR&A presented its report the Town's Planning Board providing a peer review of a developer-sponsored market study and an independent assessment of senior demographics, comparable projects, and a demand analysis that identified the ability for projects to be successfully absorbed.



Uptown Plan in Normal, IL

As part of a multidisciplinary team led by Farr Associates, HR&A is advising on an update of the Uptown Normal master plan on behalf of the Town of Normal, Illinois. Following the completion of the 2001 Uptown Normal master plan, substantial public and private investment has significantly enhanced the vibrancy of the Town's center which is served by a new Amtrak station with connections to Chicago and St. Louis. To help facilitate the next phase of redevelopment in Uptown Normal, including a six acre Town-owned parcel south of the railroad tracks, HR&A is assessing the market potential for new office development. HR&A is also providing case studies of successful strategies to extend downtown investment across physical barriers in order to guide infrastructure investment decisions.



RELEVANT PROJECT EXPERIENCE



St. Louis Loop Retail Recruitment and Development Strategy

The Delmar Loop is a regional commercial and entertainment destination in St. Louis, as well as Washington University’s “campus main street.” On behalf of The Loop and East Loop Special Business Districts and Washington University in Saint Louis, HR&A created a retail recruitment and overall development strategy for the Delmar Loop, a retail and cultural arts corridor adjacent to the University and the route of a planned Trolley system connecting it to Forest Park. To assist the special business districts in creating a more vibrant commercial and entertainment destination, HR&A provided recommendations for retail tenancing, economic development, public realm improvements, and governance and operations. The project provided the special business districts and University not only with a retail recruitment and overall development strategy, but also with an actionable plan for successful implementation. As a result of the retail strategy, over half a dozen new leases have been signed on the Delmar Loop including an international supermarket, a bakery/café, and four restaurants.



Vision Plan Market Analysis for South Orange, NJ

HR&A Principal Kumar Kintala advised The Township of South Orange Village to support the creation of a Downtown Vision Plan for the civic and commercial core of the Village, in partnership with the The Cecil Group, a planning and urban design firm. South Orange is a desirable residential community home to Seton Hall University and centered around a downtown with a NJ TRANSIT rail station that provides a 30 minute one-seat ride to Midtown Manhattan. The market analysis identified supportable residential, retail, and office development that could be developed in the downtown. The analysis included a review of historic real estate performance, comparable developments in the region, findings from local real estate experts, and quantitative demand forecasting. The analysis identified significant potential for mixed-use residential and retail development and working closely with The Cecil Group, the Vision Plan identified opportunity sites and strategies to leverage physical improvements to enhance development potential.



Village of Winnetka, IL
Downtown Master Plan RFP
March 9, 2015

APPROACH

A Downtown Master Plan presents the Village of Winnetka a significant opportunity to improve and advance the competitiveness of its three commercial districts. Winnetka is a highly desirable place to live, with excellent schools and amenities, including these districts that provide important shops, services, events, public space, and Metra commuter rail service to downtown Chicago. These districts sustain Winnetka's high quality of life and bolster the Village's tax base. These districts also present specific sites that may be suitable for redevelopment. New investment could vitalize Winnetka's districts by building critical mass, visibility, and offering new, modern formats for retailers and employers. These projects could also offer opportunity for public-private partnership to ensure new projects can achieve the Village's priorities for its districts. The Downtown Master Plan should illustrate these market opportunities to guide policy decisions and excite the market, but should be grounded in economic realities about market potential and financial feasibility.

HR&A Advisors, Inc. (HR&A) is uniquely positioned to advise the Village on its Downtown Master Plan for its three commercial districts. HR&A is an industry-leading real estate, economic development, and energy efficiency consulting firm. We have over 35 years' experience providing strategic advisory services to governments on some of the most complex mixed-use, neighborhood, downtown, campus, and regional development projects across North America.

We bring lessons learned from communities similar to Winnetka across the country, particularly in the New York and New Jersey suburbs of New York City. We help these communities strengthen their downtowns and achieve objectives such as improving quality of life, strengthening fiscal conditions, and attracting investment. For Winnetka, we will pair independent market analysis with our extensive knowledge of best practices in order to provide a clear roadmap for downtown policy and site-specific strategies.

Task 3: Market Analysis

HR&A has extensive experience creating market analyses for downtown master plans. HR&A's market analyses are intended to uncover market opportunities through evaluation of demographic trends, consideration of competitive areas, discussions with market experts, and supply/demand analysis. For example, our market analysis for a downtown vision plan for South Orange, New Jersey provided the basis for two public and private site redevelopments that have brought 12,000 square feet of new retail space and new multifamily housing to South Orange.

For Winnetka, we will conduct independent research and utilize third-party data to understand potential for retail, office, and residential market opportunities. We will evaluate conditions in each commercial district, but also trends in the broader region. We will use findings from the market analysis to guide the development scenarios in Task 4 and to guide the Teska Team's policy recommendations in Task 8.

- For retail, HR&A will evaluate current conditions and conduct gap analyses to identify market potential. We will complement this research with interviews with market experts to identify barriers to retail growth and how the Village can capture future opportunities. In the Raleigh, North Carolina, HR&A's market analysis for the City's Downtown Alliance is guiding branding, development, infrastructure, and other recommendations that will position Raleigh's downtown to capture retail growth.

- For office, HR&A will evaluate market conditions and gaps that could be served by Winnetka's existing stock and new development. Office space is an important ingredient for downtowns, bringing daytime foot traffic, but may not be financially feasible. HR&A is conducting an office market analysis for the Town of Normal, Illinois, advising on how the Town can use its land and institute public-private partnerships to bring office development to its downtown.
- For residential, HR&A will identify market trends, recently built projects in the area, and construct a demand analysis for rental and for-sale product. Residential development can fill a market gap, brings spending potential to downtowns, and when mixed-use, modern retail space. Multifamily and townhome residential, in particular, can address market demand from seniors seeking a low-maintenance option in their community, and professionals seeking walkability to the train and retail. Transit-oriented residential development has been an important source of value for communities in Chicagoland and across the country, and may present an opportunity for public-private partnership to fund important downtown amenities such as new public space, parking, and/or community facilities. HR&A helped the City of Long Branch, New Jersey evaluate residential market conditions in negotiating an agreement with a project developer to build and operate a new plaza and public parking facilities as part of a mixed-use development.

Task 4: Land Use – Overall Recommendations & Site Specific Opportunities

In Task 4, the Teska Team will present a vision for the development of four sites, including the publicly-owned Post Office site. HR&A will guide the Teska Team in constructing development scenarios for these sites and evaluating their financial feasibility. For those analyses that indicate a financial gap, HR&A will advise on strategies to reduce the gap through project reconfiguration or public-private partnership. HR&A's financial models will provide a clear articulation of project revenue, costs, and financing assumptions based on findings from the market analysis and discussions with area developers.

Some sites may present an opportunity to bring public benefits, such as public parking, new streetscapes, or public space. In Harrison, New York, one of Westchester County's most affluent communities, HR&A guided the predevelopment of a site owned by the Town and the Metropolitan Transportation Authority. HR&A's financial model provided an easy way to understand trade-offs in determining the acceptable program and level of subsidy. Our efforts led to the creation of a model transit-oriented development ordinance, a developer solicitation RFP, and a forthcoming development agreement among the parties and the selected developer. Similarly, for the City of Santa Monica, HR&A advised on redevelopment scenarios for the City-owned ten-acre civic auditorium site, including a web-based tradeoff tool that allows the community to make land uses decisions and see their spatial and financial implications.

ESTIMATED BUDGET FOR HR&A

| | Kate Coburn | | Kumar Kintala | | Conor Muldoon | | | |
|---|-------------|----------------|---------------|-----------------|---------------|-----------------|------------|-----------------|
| | Partner | | Principal | | Analyst | | HR&A Total | |
| | Rate | \$395 | Rate | \$350 | Rate | \$165 | | |
| Task | Hours | Fee | Hours | Fee | Hours | Fee | Hours | Fee |
| Task 3 Market Analysis (Lead Role) | | | | | | | | |
| Demographics | 1 | \$395 | 4 | \$1,400 | 8 | \$1,320 | 13 | \$3,115 |
| Market Scan - Resi, Retail, Office | 2 | \$790 | 16 | \$5,600 | 75 | \$12,375 | 93 | \$18,765 |
| Market Demand - Resi, Retail, Office | 2 | \$790 | 16 | \$5,600 | 40 | \$6,600 | 58 | \$12,990 |
| Development Recommendations | 4 | \$1,580 | 8 | \$2,800 | 12 | \$1,980 | 24 | \$6,360 |
| Task 4 Land Use and Site Specific Recommendations (Support Role) | | | | | | | | |
| Program Guidance for 4 Sites | 2 | \$790 | 4 | \$1,400 | 6 | \$990 | 12 | \$3,180 |
| Proformas for 4 Sites | 6 | \$2,370 | 24 | \$8,400 | 64 | \$10,560 | 94 | \$21,330 |
| Task 8 Implementation Strategies (Advisor Role) | | | | | | | | |
| Policy Recommendations | 2 | \$790 | 6 | \$2,100 | 6 | \$990 | 14 | \$3,880 |
| Labor Total | 19 | \$7,505 | 78 | \$27,300 | 211 | \$34,815 | 308 | \$69,620 |
| Expenses (3 Person-Trips) | | | | | | | | \$2,610 |
| Grand Total | | | | | | | | \$72,230 |

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VALERIE S. KRETCHMER ASSOCIATES, INC.

Valerie S. Kretchmer Associates, Inc.

Valerie S. Kretchmer Associates, Inc. (VSKA) is a 30-year old real estate and planning consulting firm based in Evanston. Valerie S. Kretchmer, President and sole owner, founded the firm in 1985. VSKA specializes in real estate market analysis, economic development and planning. The company has prepared numerous market, fiscal and economic analyses for public sector clients for downtown, neighborhood, business district, transit-oriented development and commercial corridor revitalization strategies, as well as comprehensive plans.

In addition, the firm has conducted market and financial feasibility analyses, development strategies, investment and disposition strategies, and economic and fiscal impact analyses for a variety of private sector players including developers, property owners and lenders. Our private sector work gives us an in-depth understanding of how developers and lenders view development and redevelopment opportunities. VSKA has conducted market analyses in more than 130 municipalities in the Chicago metro area and in the majority of Chicago's community areas, including many in the north suburbs and on the North Shore.

Project Staff

Valerie Sandler Kretchmer, President, will manage the market analysis portion of the Winnetka Downtown Master Plan. She has over 35 years of real estate and planning experience as a consultant, real estate analyst and city planner. At VSKA, she has prepared a wide range of real estate market analyses for public and private sector clients throughout the Chicago metropolitan area.

Prior to forming Valerie S. Kretchmer Associates, Inc. 30 years ago, she was an Assistant Vice President at VMS Realty Partners, a real estate syndication company, where she was responsible for acquisitions and due diligence market analysis for shopping centers, office buildings, apartment complexes and hotels across the country.

In addition, Ms. Kretchmer is active in numerous professional and civic organizations, including the Urban Land Institute, American Planning Association, Lambda Alpha land economics honorary society, Metropolitan Planning Council of Chicago, Illinois Housing Council and Affordable Assisted Living Coalition. She served as chair and as a member of the Evanston Plan Commission for seven years, chaired a subcommittee responsible for updating the city's 10-year-old Comprehensive Plan, and is a public member of the Joint Review Board of a TIF district in Evanston. She also served on the Metropolitan Planning Council's Campaign for Sensible Growth Technical Advisory Committee.

Ryan Holmes, Senior Planner, will assist with the market analyses. He has 7 years of experience in planning and related fields, including four years in real estate market analysis. He has experience working on market studies in the Chicago suburbs, neighborhoods in Chicago and in small towns throughout northern Illinois for public and private sector organizations. He is a member of the American Planning Association and the Urban and Regional Information Systems Association (URISA).

Ian Tobin, Planner, will also assist with the market analyses. He joined VSKA in February 2014 after completing a Master's degree in planning and internships at the City of Chicago Mayor's office, Chicago Metropolitan Agency for Planning and the Illinois Housing Development Authority. He is a member of the American Planning Association and is on the Board of Directors of the Ravenswood Community Council in Chicago.

VALERIE S. KRETCHMER ASSOCIATES, INC.

EXPERIENCE IN CHICAGO METRO AREA MUNICIPALITIES

Cook County

| | |
|----------------------------------|------------------|
| Arlington Heights | Lyons |
| Barrington | Markham |
| Buffalo Grove | Matteson |
| Bellwood | Maywood |
| Blue Island | Melrose Park |
| Broadview | Midlothian |
| Calumet City | Morton Grove |
| Chicago – numerous neighborhoods | Mount Prospect |
| Chicago Heights | Niles |
| Chicago Ridge | Northbrook |
| Cicero | Oak Forest |
| Country Club Hills | Oak Park |
| Countryside | Olympia Fields |
| Des Plaines | Orland Park |
| Dolton | Palatine |
| Evanston | Park Forest |
| Elk Grove Village | Park Ridge |
| Franklin Park | Prospect Heights |
| Flossmoor | Riverdale |
| Glenview | Riverside |
| Glenwood | Rolling Meadows |
| Hanover Park | Rosemont |
| Harvey | Skokie |
| Hoffman Estates | Summit |
| Homewood | Thornton |
| Justice | Tinley Park |
| Lansing | Westchester |
| Lemont | Western Springs |
| Lincolnwood | Willow Springs |
| Lynwood | Wilmette |

Valerie S. Kretchmer *Associates, Inc.*

Lake County

| | |
|----------------|------------------|
| Antioch | Lindenhurst |
| Beach Park | Mundelein |
| Fox Lake | North Chicago |
| Grayslake | Park City |
| Gurnee | Round Lake Beach |
| Hawthorn Woods | Vernon Hills |
| Highland Park | Volo |
| Lake Bluff | Wauconda |
| Lake Forest | Waukegan |
| Lake Zurich | Zion |
| Lake Villa | |

DuPage County

| | |
|-----------------|--------------|
| Addison | Naperville |
| Bensenville | Roselle |
| Bloomingtondale | West Chicago |
| Downers Grove | Wheaton |
| Elmhurst | Willowbrook |
| Hinsdale | Wood Dale |
| Lisle | Woodridge |
| Lombard | |

Will County

| | |
|-------------|-----------------|
| Bolingbrook | Mokena |
| Braidwood | New Lenox |
| Channahon | Plainfield |
| Crete | Romeoville |
| Frankfort | Shorewood |
| Joliet | University Park |
| Lockport | |

Valerie S. Kretchmer Associates, Inc.

McHenry County

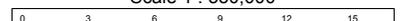
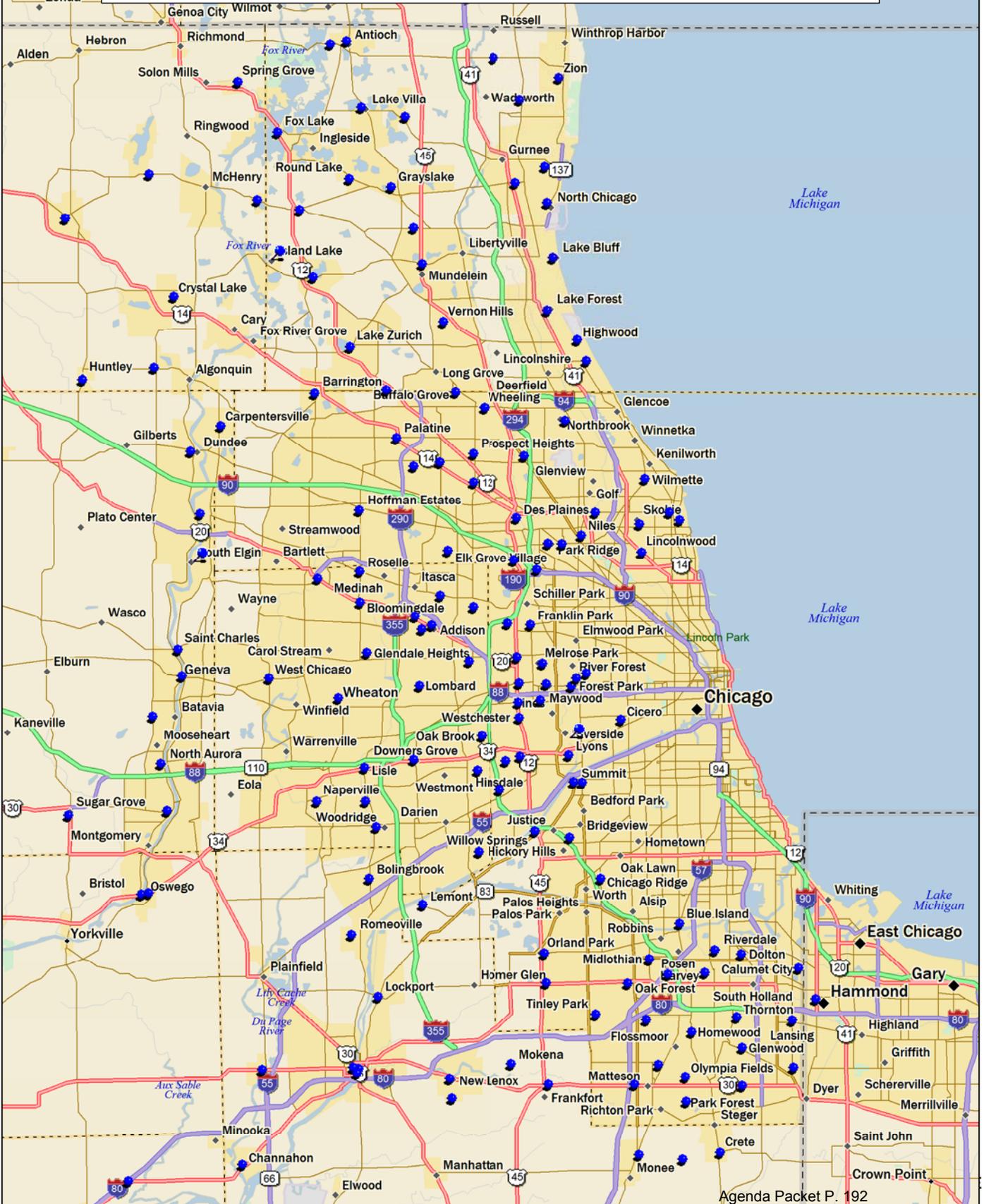
| | |
|-------------------|--------------|
| Crystal Lake | Lakemoor |
| Harvard | McHenry |
| Huntley | Spring Grove |
| Lake in the Hills | Woodstock |

Kane and Kendall Counties

| | |
|-----------------|--------------|
| Aurora | North Aurora |
| Batavia | South Elgin |
| Carpentersville | St. Charles |
| East Dundee | Sugar Grove |
| Elgin | West Dundee |
| Oswego | |



Kretchmer Associates Suburban Chicago Projects



VALERIE S. KRETCHMER ASSOCIATES, INC.

REPRESENTATIVE CLIENTS

Valerie S. Kretchmer Associates, Inc. has undertaken assignments for a variety of public, private and not-for-profit clients, including:

Public Sector

| | |
|--|---|
| City of Chicago Department of Planning and Development | Village of Lake Bluff, IL |
| City of Chicago Department of Aviation | Village of Lake Zurich, IL |
| City of Countryside, IL | Village of Lemont, IL |
| City of Delavan, IL | Village of New Lenox, IL |
| City of Evanston, IL | Village of Mokena, IL |
| City of Harvey, IL | Village of Riverdale, IL |
| City of Highland Park, IL | Village of Roselle, IL |
| City of Joliet, IL | Village of Western Springs, IL |
| City of Kansas City, MO | Village of Wheeling, IL |
| City of Lake Forest, IL | Village of Wilmette, IL |
| City of Madison, WI | Village of Woodridge, IL |
| City of Park Ridge, IL | Grundy County, IL |
| City of Prospect Heights, IL | Chicago Housing Authority |
| City of Washington, IL | Chicago Metropolitan Agency for Planning |
| City of Wheaton, IL | Housing Authority of Joliet |
| City of Wood Dale, IL | Illinois Housing Development Authority |
| Oak Park Township | McHenry County |
| Village of Addison, IL | Metra |
| Village of Antioch, IL | Metropolitan Mayors Caucus |
| Village of Barrington, IL | Pace |
| Village of Beach Park, IL | Metropolitan Planning Council |
| Village of Bellwood, IL | Regional Transportation Authority |
| Village of Glenwood, IL | Rockford Housing Authority |
| | Southeastern Wisconsin Regional Planning Commission |

Valerie S. Kretchmer *Associates, Inc.*

Private Sector

Affordable Housing Continuum

The Alden Group

Bravo Properties

The Burton Foundation

Cambridge Systematics

Camiros, Ltd.

Carefree Development Corp.

CenterPoint Properties

Community Development

Partners

Consecra Housing Network

Crown Group

Daveri Development

The DeBruler Company

Del Webb Corporation

Developers Mortgage Co.

DKI, Inc.

Draper and Kramer Incorporated

Dynamic Health Care

Evergreen Real Estate

Farr Associates

Flaherty & Collins

Full Circle Communities

G&A Development

General Capital Co.

Gershman Mortgage

Heritage Enterprises

HNTB

HOK Planning Group

Horizon Development Corp.

Hunter Management

Iceberg Development Group

Janko Group

Jones Lang LaSalle

Love Funding

McCollum Realty

Metroplex

MR Properties

New Frontier Companies

North Shore Development Company

Norwood Builders

Pathway Senior Living

Pontarelli Cos.

P/R Mortgage Co.

Ridge Property Trust

Ross Barney Architects

Ross Financial Corp.

RPM Management

RS&H

SAK Management

Senescent Healthcare

Solomon Cordwell Buenz

The Ryan Companies

The Shaw Co.

Three Diamond Development

Sabal Financial Group

Senior Lifestyle Corporation

Seven Bridges

Stone Financial Group

Teska Associates, Inc.

3 Diamond Development

Trammell Crow

TY Lin International

U.S. Equities

VeriGreen Development

Vermilion Development

Vitus Group

Weiss Properties

Valerie S. Kretchmer *Associates, Inc.*

Non-Profit

A Safe Place

Bickerdike Redevelopment Corporation

Catholic Charities

Diocese of Joliet

Franciscan Sisters Service Corporation

Greater Southwest Development Corp.

Hispanic Housing Development
Corporation

Housing Opportunity Development
Corporation

Metropolitan Planning Council Lake
County Residential Development
Corporation

Mercy Housing Lakefront

Neighborhood Housing Services

Preservation of Affordable Housing

St. Edmund's Redevelopment
Corporation

Transitional Living Services

Zion Development Corporation

Valerie S. Kretchmer *Associates, Inc.*

Education

Washington University in St.
Louis, B.A., 1974
Phi Beta Kappa

New York University Graduate
School of Public Administration
M.P.A., 1976

Professional Affiliations and Publications

Urban Land Institute

Lambda Alpha land economics
honorary society

American Planning Association

Illinois Housing Council

Affordable Assisted Living
Coalition

Evanston, IL Plan Commission
past member and chair

Principal Author, Housing 123: A
Workbook for Local Officials and
Community Leaders by the
Metropolitan Planning Council

Contributing Author: Real Estate
Market Analysis; Methods and
Case Studies by the Urban Land
Institute

VALERIE SANDLER KRETCHMER

President

Experience

Valerie Sandler Kretchmer founded Valerie S. Kretchmer Associates, Inc. in 1985. She brings over 35 years of experience as a real estate and planning consultant for a wide range of public and private organizations, counseling clients in:

- Market and financial feasibility analysis
- Development and redevelopment strategies
- Downtown, neighborhood and commercial corridor revitalization strategies
- Real estate investment and disposition analysis
- Transit-oriented development
- Economic development
- Consumer research and surveys
- Fiscal impact analysis

Valerie S. Kretchmer Associates, Inc. -- Principal

VMS Realty Partners -- Assistant Vice President, Director of Real Estate Analysis/Due Diligence, Senior Real Estate Analyst

Real Estate Research Corporation -- Senior Analyst and Analyst

Community Improvement Agency (New Orleans, LA) -- Project Planner

Councilman Robert F. Wagner, Jr. (New York, NY) -- Aide

Representative Assignments

- Market analysis and strategic plans for the business districts and Green Bay Road corridor in Wilmette including those adjacent to the Metra station and Purple Line station for the Village of Wilmette.
- Retail, residential and office market analysis for a downtown plan in Riverside for CMAP and the Village of Riverside.
- Retail, office, condominium and apartment market analysis for sites in downtown Park Ridge and the Higgins Road corridor for the City of Park Ridge.
- Residential, retail and office market analysis for the 203rd Street Metra station area in Olympia Fields as part of a transit-oriented development plan for the Village of Olympia Fields and CMAP.
- Market assessment for retail and office space at Seven Bridges in Woodridge, a master-planned development, for the Village of Woodridge.
- Residential market and fiscal analysis for the potential redevelopment of the Evanston Civic Center building and surrounding property for the City of Evanston.
- Analysis of residential real estate conditions and trends in Evanston as they related to school enrollment at elementary and middle schools in Evanston-Skokie School District 65 for the school district.
- Market analysis for a luxury apartment complex in Orland Park adjacent to the 143rd Street Metra station for the developer and lender.
- Office, retail and industrial market assessment for Prospect Heights for a comprehensive plan, and market assessment for residential and retail development on a site on the west side of I-294 south of Willow Road for the City of Prospect Heights and CMAP.
- Market analysis for independent living, assisted living and memory care facilities in the north, northwest, west, southwest and south suburbs of Chicago for senior housing developers.
- Senior housing needs assessment for Arlington Heights, Mount Prospect, Palatine, Rolling Meadows and Buffalo Grove for the Metropolitan Mayors Caucus and the municipalities.
- Senior housing market assessment and review of development proposals for a village-owned site for the Village of Lake Bluff.

Valerie S. Kretchmer Associates, Inc.

Education

St. Joseph's University, B.A., English, 2003

The University of Illinois at Urbana-Champaign, M.U.P., 2010

Professional Affiliations

American Planning Association

Urban and Regional Information Systems Association (URISA)

RYAN HOLMES

Senior Planner

Experience

Ryan Holmes has 6 years of experience in urban planning and related fields for the public and private sector. His educational and professional experience includes:

- Market research and feasibility studies
- Demographic analysis
- Long-range sustainable corridor planning
- Public administration support
- GIS and data analysis

Valerie S. Kretchmer Associates, Inc. – Senior Planner, Planner

Army Corps of Engineers Construction Engineering Research Lab
-- Research Assistant

University of Illinois at Urbana-Champaign --
Teaching Assistant and Research Assistant

Community Preservation Corporation Resources, Inc. –
Asset Management Assistant

Town of Bethel, Connecticut -- Assistant to the
First Selectman

Representative Assignments

- Residential, retail and office market analysis for the 203rd Street Metra station area in Olympia Fields as part of a transit-oriented development plan for the Village of Olympia Fields and CMAP.
- Retail, residential and office market analysis for a downtown plan in Riverside for CMAP and the Village of Riverside.
- Retail, office and residential market assessment and recommendations for development for sites in Addison as part of the comprehensive plan for the Village of Addison and CMAP.
- Market assessment and recommendations for selected sites in Westchester as part of a comprehensive plan for the Village of Westchester and CMAP.
- Retail, office and industrial market assessment for development in Oswego as part of a comprehensive plan for the Village of Oswego and CMAP.
- Senior housing needs assessment for Arlington Heights, Mount Prospect, Palatine, Rolling Meadows and Buffalo Grove for the Metropolitan Mayors Caucus and the municipalities.
- Market assessment for retail and office space at Seven Bridges in Woodridge, a master-planned development, for the Village of Woodridge.
- Retail, office and industrial market analysis for sites in North Chicago for CMAP.
- Retail market analysis and recommendations for improvements to the Archer Avenue corridor in the Garfield Ridge neighborhood of Chicago for the City of Chicago.
- Market research and analysis for independent living, assisted living and memory care facilities for seniors in Lake in the Hills, East Dundee, West Dundee, Crystal Lake, Elgin, Plainfield, Joliet, Mount Prospect, Prospect Heights, Frankfort, Batavia, Huntley, Woodridge, Channahon, Naperville, Woodstock, New Lenox and others for developers.
- Senior housing needs assessment for Arlington Heights, Mount Prospect, Palatine, Rolling Meadows and Buffalo Grove for the Metropolitan Mayors Caucus and the municipalities.
- Analysis and visualization of Chicago foreclosure data utilizing GIS.

**VALERIE S. KRETCHMER ASSOCIATES, INC.
REPRESENTATIVE PROJECTS**

Economic and Market Assessment for Downtown Riverside Plan

VSKA prepared an economic and market assessment for downtown Riverside as part of a plan being prepared by CMAP under the Local Technical Assistance Program. VSKA analyzed the retail, office and residential market opportunities for the area. This included the following:

- Field inspection of the study area and nearby locations that are considered competitive.
- Review of past downtown plans and surveys.
- Interviews with village staff, downtown business owners, property owners, Realtors, commercial and residential brokers to gain insights into the study area and its competitiveness with other locations.
- Analysis of market area demographics.
- Analysis of employment and business trends in the Village and downtown study area.
- Analysis of retail sales and spending potential for the Village.
- Analysis of office and retail occupancy rates, rents and tenancy in the Village.
- Analysis of residential sales, apartment rents and occupancy rates in the Village.
- Comparison of downtown Riverside to downtown Brookfield, Clarendon Hills, LaGrange and Western Springs in terms of downtown land use, demographics and retail sales.
- Conclusions as to the depth of the market and most likely opportunities for development downtown.

Client: Chicago Metropolitan Agency for Planning
Bob Dean, Deputy Director
233 S. Wacker Drive
Chicago, IL 60606
312-386-8835
Date: 2012

Market Assessment for Seven Bridges in Woodridge

VSKA was retained by the Village of Woodridge to evaluate the retail, office and hotel development prospects at Seven Bridges, a master-planned mixed-use development. Most of the development was built out with high quality single-family detached homes, townhouses, rental apartments, condominiums, a banquet hall, fitness center, ice rink, golf

Valerie S. Kretchmer *Associates, Inc.*

course, and some retail, restaurant and office space. However, the original Planned Unit Development called for a mixed-use town center with a hotel on a portion of the site.

The retail and office portions of the site had not been fully built out when the developer lost control of the property during the recession. A new developer was requesting a change to the PUD to allow for more multi-family apartments in place of additional commercial space, given his difficulty in attracting retail and office users. Before approving any changes to the PUD, the Village wanted to determine whether a market existed for more commercial space. VSKA was the prime consultant for a team that also included T.R. Mandigo and Company (hotel market analysis) and Cabanban, Rubin & Mayberry Commercial Realty (retail broker).

This work included the following:

- Tour of the site and existing buildings.
- Meetings with Village staff and the current property owner to review past plans and ideas for the future of the property.
- Review of information obtained from the owner on Seven Bridges' rents, occupancy, turnover, and marketing efforts.
- Interviews with the multi-family property manager, managers of the fitness center, golf clubhouse, ice rink, and commercial space to determine the type of uses that would complement what was already built.
- Survey of competitive retail and office properties to determine potential tenants that are absent from the market and the relative desirability of Seven Bridges to competing locations.
- Interviews with retail brokers active in DuPage County to discuss potential tenants for the site, achievable rents, build-out allowances and the type of tenants that could be attracted to Seven Bridges.
- Analysis of the site's competitive advantages and disadvantages compared to other available locations.
- Recommendations to the Village as to the feasibility of additional retail and office development, in addition to attracting a hotel at this site.

Client: Village of Woodridge
Michael Mays, Director of Community Development
Five Plaza Drive
Woodridge, IL 60517
630-719-4766
Date: 2013

Market Analysis for Transit-Oriented Development Plan in Olympia Fields

VSKA was a sub-consultant on a team led by Caminos, Ltd. and retained by CMAP under the Local Technical Assistance program to assist the Village of Olympia Fields with a plan for development in the vicinity of the 203rd Street Metra station. VSKA analyzed the market for retail, office, and residential development in the vicinity of the station. This included the following:

- Field inspections of the study area and competitive locations.
- Interviews with real estate brokers, property owners, leasing agents and developers in Olympia Fields and adjacent suburbs.
- Compilation and analysis of demographic, retail sales, and sales potential data for the village and competitive communities.
- Compilation and analysis of retail, office and residential market data for Olympia Fields and for the specific study area.
- Conclusions on the marketability of the study area for different types of development, and recommendations as to the best sites for different types of development. These were incorporated into the TOD plan for the village.

Client: Chicago Metropolitan Agency for Planning
Bob Dean, Deputy Director
233 S. Wacker Drive
Chicago, IL 60606
312-386-8835
Date: 2013

Retail and Commercial Market Analysis for the Business Districts in Wilmette and Plan for the Green Bay Road Corridor and 4th and Linden Business District

VSKA prepared a retail and office market analysis for all of the business districts in Wilmette including the Village Center, 4th and Linden (at the terminus of the CTA Purple Line), the Green Bay Road corridor, the Ridge Road corridor and the Skokie Boulevard Corridor as part of a comprehensive review of the Village's business districts. The purpose was to assist the Village staff, Village Board and Chamber of Commerce in understanding the Village's competitive position and what the Village needs to do to enhance its competitive economic situation. VSKA made recommendations as to the economic development tools the Village can use to work with property and business owners to improve the business districts.

In addition, VSKA and Hitchcock Design Group prepared a comprehensive strategy for the 4th and Linden business district, looking at zoning and other regulatory issues,

Valerie S. Kretchmer *Associates, Inc.*

redevelopment opportunities, traffic, parking and other public actions that can be taken to improve conditions in this district.

For the Green Bay Road corridor VSKA and Hitchcock Design Group prepared a comprehensive strategy for business development, redevelopment of several key parcels, regulatory changes and beautification that can enhance the corridor.

Client: Village of Wilmette
John Adler, Community Development Director
1200 Wilmette Avenue, Wilmette, IL 60091
847-853-7550
Date: 2004-2005

Valerie S. Kretchmer *Associates, Inc.*

Real Estate and Planning Consulting

807 Davis Street • #2004
Evanston, IL 60201-7103
TEL 847-864-8895
E-MAIL vsk@kretchmerassociates.com

Approach to Winnetka Downtown Master Plan Task 3 - Market Analysis

The Village’s RFP was quite specific relative to the issues it would like examined and the sub-tasks to be incorporated into the Market Analysis. Valerie S. Kretchmer Associates, Inc. (VSKA) will conduct all of the points raised in the RFP. As demonstrated in the qualifications and resumes accompanying this proposal, VSKA has the depth of experience needed for this assignment, having prepared a wide range of real estate market analyses for both public and private sector clients in over 130 different municipalities in the Chicago metro area. VSKA is located in close proximity to Winnetka in downtown Evanston, and is very familiar with Winnetka and other North Shore communities. The most comparable project undertaken by the firm was an analysis we did for the Village of Wilmette of all of its retail districts, including more detailed plans for the Green Bay Road corridor and the 4th and Linden business district.

A considerable amount of useful background research has already been conducted through resident surveys and past planning efforts by ULI and other consultants. VSKA will build upon this information. Winnetka is most fortunate to have some of the best quality housing stock in the Chicago region, exceptional schools, and a highly educated and wealthy population. The business districts are generally attractive and offer a quality stock of buildings. Nonetheless, residents have shown strong interest through surveys and public forums in improving the mix of businesses and activities, filling vacancies, and enhancing the physical condition of the districts.

To that end, VSKA and Teska Associates, Inc. will undertake a thorough analysis of existing conditions in each of the business districts; interview property owners, Realtors, business owners, developers and residents; understand why certain sites and buildings are vacant; and determine the highest and best uses for sites the Village has identified in the RFP. VSKA will compare the business mix, rents, property taxes, building prices, land values, available space and general market conditions in competitive locations to Winnetka, including other North Shore business districts and shopping centers.

While retail, restaurant and entertainment uses tend to be front of mind for most residents, the ability to increase the resident and daytime population will add to the vitality of the districts. Such opportunities will be analyzed in detail to determine whether there is additional demand, and if so, how much and for what product types.



With office space, we often find that existing space is not always suitable for potential tenants. For example, despite interest from medical practitioners, second floor office space in buildings without elevators isn't viable. Owners may be unwilling to undertake the type of improvements required to bring such buildings up to marketable standards.

The analysis will also focus on both for-sale and rental multi-family residential development, particularly as it relates to specific sites. We will look at demand drivers, competition, price points, rents, unit types, and amenities to determine what will be most marketable and where. Upscale rentals are becoming increasingly popular in wealthy communities as evidenced by three new rental projects underway in Glenview, two in Evanston and one in Northbrook.

In addition, the market analysis will identify economic issues that affect development feasibility, key locations for different types of uses, and actions the Village should take to facilitate new development, rehabilitation and re-use of existing properties. Not all sites are created equally and while there could be strong potential for a specific use, a particular site may not be well suited for that use. The market analysis will feed into the overall recommendations and site specific opportunities to be conducted in Task 4, Land Use Recommendations and Opportunities.

ESTIMATED BUDGET FOR VALERIE S. KRETCHMER ASSOCIATES, INC.

| | Hours and Billing Rates | | | Reimbursable Expenses* | Total Hours |
|---------------------------|-------------------------|----------------|----------------|------------------------|-----------------|
| | President | Senior Planner | Planner | | |
| | \$180 | \$100 | \$80 | | |
| Task 1 | 4 | 4 | | | 8 |
| Task 2 | 25 | 8 | | | 33 |
| Task 3 | 55 | 45 | 55 | | 155 |
| Task 4 | 22 | 5 | | | 27 |
| Task 5 | | | | | 0 |
| Task 6 | | | | | 0 |
| Task 7 | | | | | 0 |
| Task 8 | 6 | | | | 6 |
| Task 9 | | | | | 0 |
| Task 10 | | | | | 0 |
| | | | | | |
| Total Hours | 112 | 62 | 55 | | 229 |
| | | | | | |
| Total Cost | \$20,160 | \$6,200 | \$4,400 | \$200 | \$30,960 |
| | | | | | |
| * Demographics and travel | | | | | |

SECTION TEN

COMPLIANCE AFFIDAVIT

ATTACHMENT #3:
Teska Interview Booklet &
Total Engagement Toolbox



T H E V I L L A G E O F

WINNETKA

D O W N T O W N M A S T E R P L A N



TEAM TESKA

OVERVIEW

Teska Associates, Inc.
Valerie S. Kretchmer Associates, Inc.
Sam Schwartz Engineering D.P.C.

Interview - May 15th, 2015



Sam
Schwartz
Engineering
D.P.C.

Valerie S. Kretchmer Associates, Inc.

Real Estate and Planning Consulting



Scope

- 1 Data Collection - Existing Conditions
- 2 Community Input - Visioning
- 3 Market Analysis
- 4 Overall Recommendations and Site Specific Opportunities
- 5 Parking, Transportation, Circulation
- 6 Infrastructure
- 7 Land Use and Regulatory Review
- 8 Implementation Strategies
- 9 Schedule of Reports to City Council
- 10 Final Report Adoption



**Teska
Associates
Inc.**

**Valerie S.
Kretchmer
Associates, Inc.**

**Sam Schwartz
Engineering
D.P.C.**

TEAM



Michael Blue, FAICP

Project Manager

Scott Goldstein, AICP, LEED AP

Development Specialist

Lee Brown, FAICP

Principal Review



Erin Cigliano, AICP

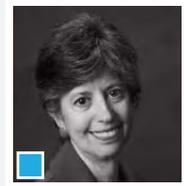
Engagement + Design Specialist

Brittany Bagent, LEED AP

Project Planner

Jodi Mariano, RLA, CLARB

Landscape Architect + Urban Designer



Valerie S. Kretchmer

Market Analysis + Economic Development

Mark de la Vergne

Transportation + Infrastructure

Kelly Conolly, PE

Transportation + Infrastructure

Teska

Bringing 40 years experience in planning and landscape architecture, Teska approaches every plan with fresh ideas. We have worked extensively in North Shore communities.

VSKA

With over 30 years of real estate and planning experience, VSKA will manage the market analysis portion of the Winnetka Downtown Master Plan.

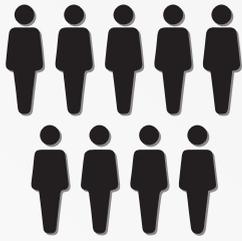
Sam Schwartz

With a primary focus on parking, SSE will address all transportation considerations including parking, access and circulation, traffic, pedestrian connections, and wayfinding.

message

1

Address Challenges: Plan from Strengths



2015 Population

12,270 ppl

Median Age

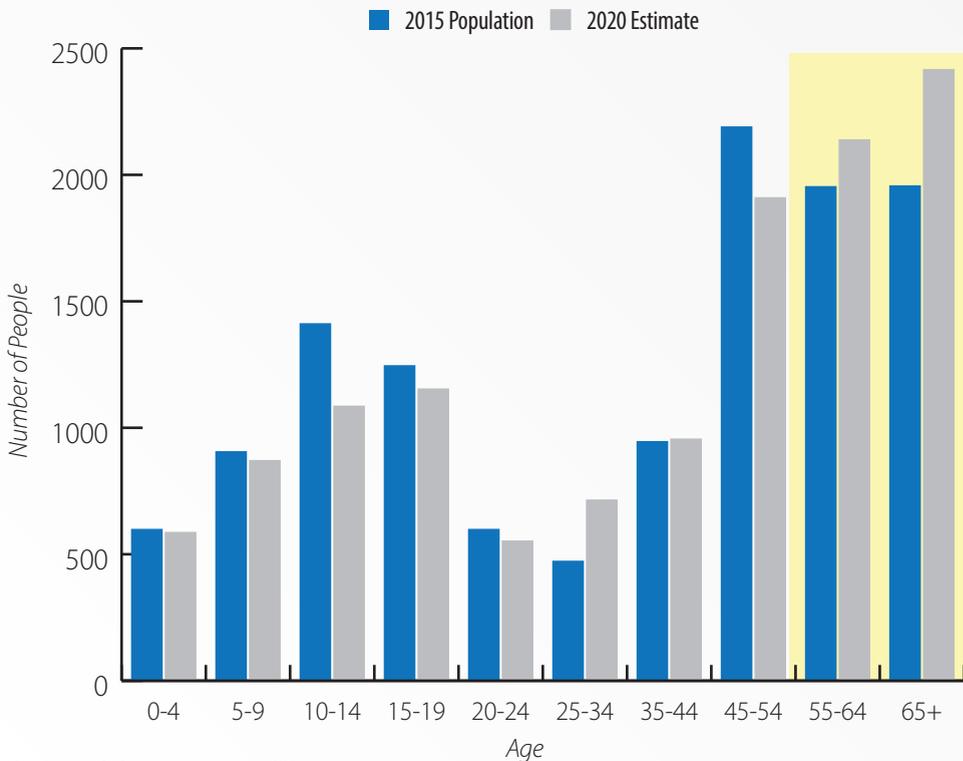
44.7 years

Median HH Income

\$200,000



POPULATION BY AGE GROUPS | YEARS 2015 - 2020



**MARKET +
DEVELOPMENT
ECONOMICS**

Fast Facts

Stable population with small increase projected over next 5 years (0.9%)

High median age at 44.7 years and increasing

16% population 65+ years with 24% population increase projected over next 5 years

10% increase projected in population 55-64 years

Decreases projected in all other age groups over next 5 years, with the exception of slight increases to those 25-44 years

Very high median household (HH) income - \$200,000

Median home price increased 2% over past three years to \$1,225,000 in 2014

MARKET + DEVELOPMENT ECONOMICS

Retail Sales

\$125 million in retail sales in 2014 – 20% increase since 2011

Increases in all categories since 2011, though eating and drinking sales declined 8% between 2013 and 2014

Very high sales per HH in apparel, furniture, and home furnishings

Low sales per HH in food, drugs, misc retail, and automotive

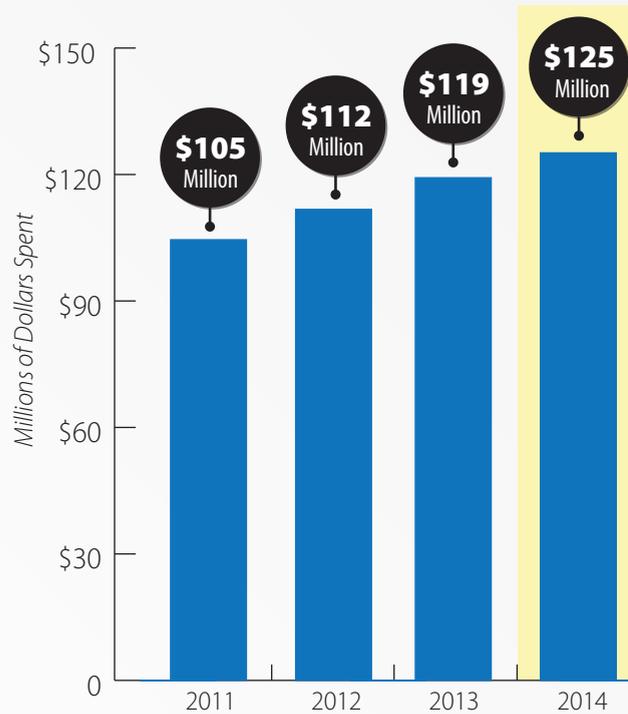
Eating and drinking sales per HH comparable to Wilmette but lower than Highland Park

Overall retail leakage ~\$229 mil

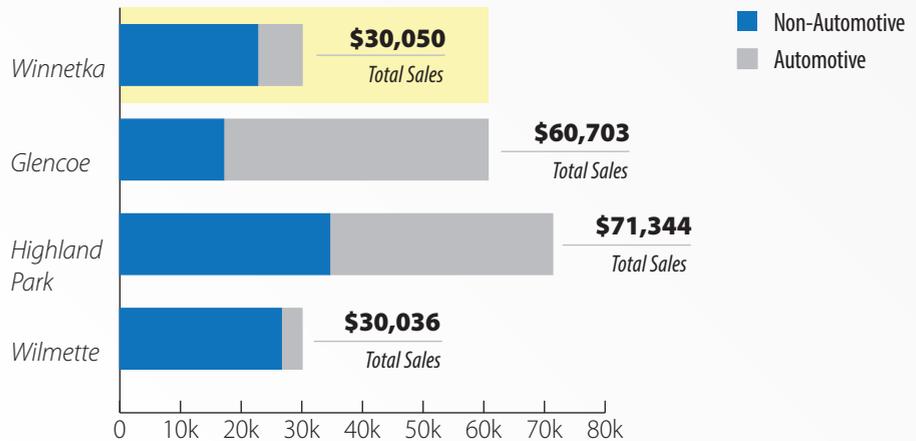
Retail surpluses in clothing and accessories, furniture/furnishings/appliances/electronics, used merchandise and florists

All other categories show a gap

CONSUMER RETAIL SALES BY YEAR 2011 - 2014



COMMUNITY COMPARISON OF RETAIL SALES PER HH



LAND USE

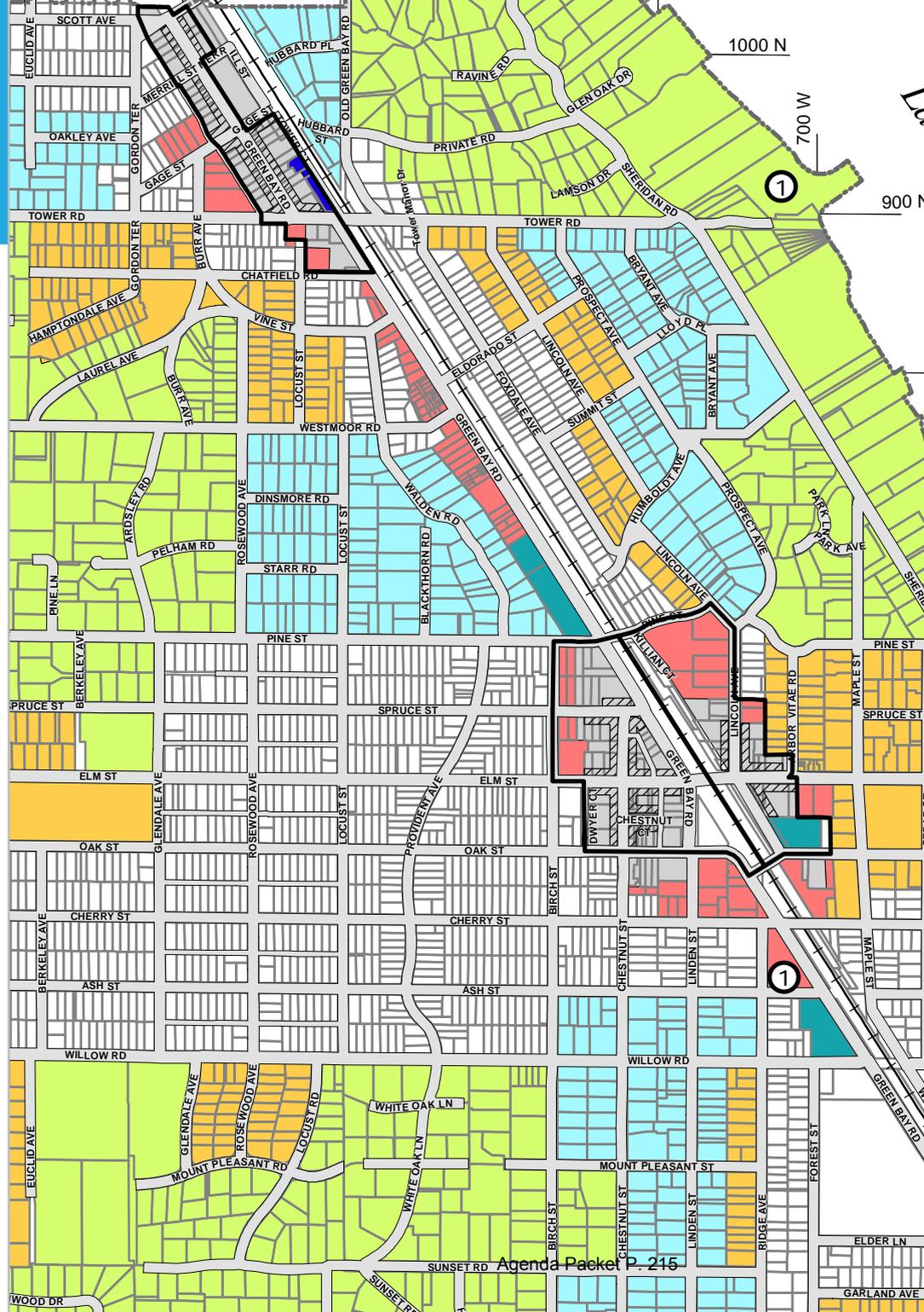
Plan Components

District Plans

Regulatory Review

Specific Sites

- Urban Design
- Land Use
- Site Design
- Circulation
- Development Options
- Market Based





PARKING

Approach

Not just about “how much” but also “where is it”

Scenario testing to understand problems and solutions

Decision tree evaluation to reach target choice

Buy-in from elected officials and property owners

Considerations

1. Management

- Parking for employees
- Parking for shoppers
- Limit time / charge for spaces
- Enforcement

2. Address Perceptions

3. Use Wayfinding

message

2

**We've Done this Before,
on the North Shore
and with Success**

LESSONS LEARNED

.....
Consensus comes first
.....

**Even great places need
tuneups**
.....

**Balance between market and
community is key**
.....

Know what's non-negotiable
.....



message

3

**Public Engagement
(not just input)
is Essential**

COMMUNICATE + ENGAGE

Learn, Teach, Discuss

Start with a plan

Work with a committee

Regular reports to council

Meet people where they are

Build consensus

Confident decision-making



Agenda Packet P. 220

Idea Chalkboards | Glencoe Downtown TuneUp



CONCLUSION

Our Approach

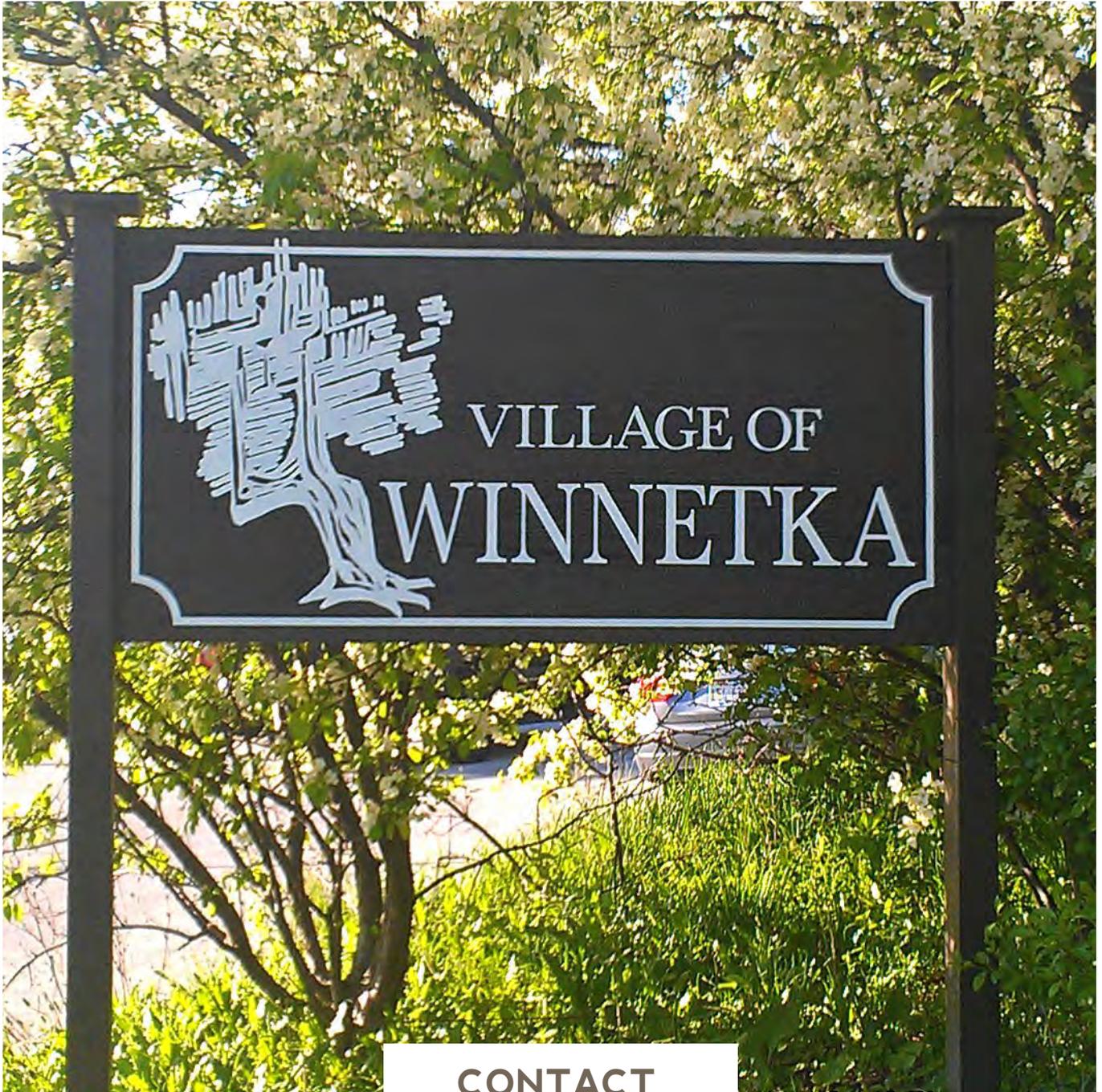
Engage community and stakeholders

Be mindful of advancing community objectives

Acknowledge market realities

Create implementable plans

Plan at a comfortable pace



CONTACT

Agenda Packet P. 222

MICHAEL BLUE, FAICP | TESKA ASSOCIATES, INC. | 847.869.2015 x 200 | MBLUE@TESKAASSOCIATES.COM



TOTAL ENGAGEMENT TOOLBOX

MINDMAPPING

Visualize related concepts and goals, explore existing knowledge, brainstorm new ideas and desires.



Vision Board for Orland Park Wayfinding and Branding

WEB + PRINT PRODUCTION

Our responsive websites, dynamic marketing materials and publications reflect the character of the community and personality of the project at hand.



SURVEYMONKEY

Creative marketing equates to higher survey return rates and better community-wide engagement. Over 1,100 participants responded to the 'Northbrook Downtown Plan Survey'.

Northbrook Final



1. Which of the following do you believe are priorities for Downtown Northbrook? (You can make as many as 4 choices)

| | Response Percent | Response Count |
|--|------------------|----------------|
| Financial Services(Banking/ Real Estate/ Accounting) | 5.8% | 68 |
| Personal Services (Hair/ Nails/ Medical/ Dry Cleaning) | 19.5% | 229 |
| Pace Bus Service | 6.8% | 80 |
| Recreation | 40.6% | 477 |
| Entertainment | 45.9% | 539 |
| Residential Properties | 10.0% | 117 |
| Shopping | 75.1% | 882 |
| Dining | 89.0% | 1,045 |
| Employment | 13.9% | 163 |
| Government Services/Village Hall | 16.2% | 190 |
| Metra Access | 43.4% | 509 |
| Library | 38.9% | 457 |
| Other (please specify) | | 75 |
| answered question | | 1,174 |

MAILCHIMP

Mobile-friendly emails and surveys allow users to view and respond to items on-the-go. Clients can also view email analytics and share reports to determine success rates and new strategies.





TOTAL ENGAGEMENT TOOLBOX

COMMUNITY EVENTS = PROJECT SPRINGBOARD

Take advantage of community events to market your project and gather input. People will already be present you just have to make engagement fun and interesting!

Photobooth Chalkboard

"What do you want to see in Downtown?"

- Fall on the Green Event
- Oak Lawn 95th St Corridor Plan



Q+A Idea Zone

"I would like to see _____ in Zion!"

- Nostalgia Days
- Zion Comprehensive Plan



Candy Chang Board

"I would like to see _____ in Zion!"

- Village Green - Summer months
- Glencoe Downtown TuneUp



Glencoe trying to ramp up interest in downtown tuneup



Glencoe resident Susan Hopkins, left, and her 15-year-old daughter Haley Hopkins, right, shared their thoughts recently on a downtown Glencoe public discussion in Village Green. (Karen Ann Callotta, Chicago Tribune)

By Karen Ann Callotta, Tribune reporter

SHARELINES

- Glencoe is using social media to get residents involved in town improvements.
- Glencoe residents can now voice their opinions on downtown improvements. "There's not a whole lot of choices."

August 7, 2014, 5:08 AM

Hot Wheels Guess-N-Win

Submit idea, guess the #cars, win \$\$

- Cruise Night
- Plainfield Transportation Plan

8 August
21 Twenty-First
12 Twenty-Two

PLAINFIELD Transportation Plan Update

Calling all residents, cyclists, pedestrians, & motorists! The Village of Plainfield is examining future transportation needs. Visit us on Cruise Night to learn about the process and give us your ideas! Walk the project website to share comments using the interactive "Community Remarks" map. Scan the QR Code below with your phone to go there now! www.plainfieldtransportation.com

Questions: Contact Plainfield Public Works Department 615.436.3577

CRUISE NIGHT BOOTH 5-8PM WIN PRIZES
Corner of Lockport & DesPlaines
www.plainfieldtransportation.com

What **ROADS** need to be improved or extended?

What **SIDEWALK CONNECTIONS** need to be completed?

Share ideas using the Community Remarks map tool!

Where are improvements to the **BIKE SYSTEM** needed?

SCAN



ATTACHMENT #4:
Master Plan Committee Structure

