AGENDA

VILLAGE OF NORTHFIELD
COMMITTEE OF THE WHOLE MEETING

Tuesday, February 18, 2020

A meeting of the Committee of the Whole of the Village of Northfield is scheduled for Tuesday, February 18, 2020 at 5:30 p.m. in the Multipurpose Room at the Village Hall, 361 Happ Road. The Agenda is as follows:

1. Call to order.
3. Discussion of the draft sewer and water rate report – Tom Beckley of Raftelis.
5. Other business.
6. Adjournment.

The Village of Northfield is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Village Manager’s office at 847/446-9200 or 847/446-7131 (TDD) at least one week prior to the meeting, if possible, to allow the Village of Northfield to make reasonable accommodations for those persons.
Attached are the agenda and materials for the Tuesday, February 18, 2020 Board meeting. All trustees will be in attendance.

A light dinner will be served at 5:00 p.m. in the multipurpose room before the 5:30 p.m. Committee of the Whole meeting.

As always, please do not hesitate to contact me if you have any questions.

SAS/hm

Attachments
ROLL CALL of the Board of Trustees of the Village of Northfield.

PRESENTATION OF MATTERS BY THE VILLAGE PRESIDENT, TRUSTEES AND OTHER OFFICIALS.

I. Consent Agenda Items: Village President

All items listed will be enacted by one motion. There will be no separate discussion on these items unless a Village Board member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.


2. Approve the Bills and Disbursements from January 7, 2020 to January 30, 2020:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>General Fund</td>
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<td><strong>TOTAL</strong></td>
<td><strong>$623,343.12</strong></td>
</tr>
</tbody>
</table>

3. Approval of the following Commission appointment to fill the unexpired term of Mike Sollitt:

   - Architectural Commission – Term: 4 years
   - Term
   - Nancy Nazarian, appointment
   - 02-18-20 to 9-1-21

II. Action Items:

   A. Consideration of a motion to approve a preliminary and final Plat of Subdivision (Middlefork Gardens) allowing for the consolidation of 2067 Norfork Road and 2051 Middlefork Road into one lot.

5. Consideration of a motion to approve a resolution adopting the 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan.
6. Consideration of a motion to approve the Amended and Restated Police Intergovernmental Assistance Agreement for the North Regional Major Crimes Task Force.

7. Consideration of a motion to approve an ordinance amending certain sections of the Village Code to regulate the use of cannabis and drug related paraphernalia.

III. Public Comment

IV. Information Items:
8. BOARD UPDATE: These items are presented for information purposes to inform the Board of on-going projects and events.

A. Departmental Updates:

1. Office of the Village Manager
2. Community Development & Building Department
3. Finance Department – Monthly Report
4. Fire-Rescue & Public Works Departments
5. Police Department

B. Standing Commission/Committee/Board Summary Notes:

1. Police Pension Board – October 24, 2019

C. Upcoming Meetings/Events:

- February 20: Happ Road Phase I - Open House, Senior Center, 4:00 – 7:00 p.m.
- March 2: Plan & Zoning Commission meeting – 6:30 p.m.
- March 3: COW Meeting/Budget Workshop – 6:00 p.m.
- March 4: Zoning Board of Appeals meeting – 7:00 p.m.
- March 5: COW Meeting/Budget Workshop – 6:00 p.m. (if needed)
- March 9: Architectural Commission meeting – 7:00 p.m.
- March 17: Committee of the Whole meeting – 5:30 p.m.
- March 17: Village Board meeting – 7:00 p.m.

V. Adjourn: Village President

The Village of Northfield is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Village Manager’s office at 847/446-9200 or 847/446-7131 (TDD) at least one week prior to the meeting, if possible, to allow the Village of Northfield to make reasonable accommodations for those persons.
### VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET

<table>
<thead>
<tr>
<th>Meeting Date: February 18, 2020</th>
<th>_____ Ordinance</th>
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<tr>
<td>Subject: January 21, 2020 Report of Proceedings</td>
<td>_____ Resolution</td>
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<tr>
<td>Submitted By: Stacy Sigman, Village Clerk</td>
<td>_____ Bid Authorization/Award</td>
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<td>Department: Office of the Village Manager</td>
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### Details:
Attached are the draft Report of Proceedings from the Tuesday, January 21, 2020 Village Board meeting.

### Executive Action:
_A motion to approve the Report of Proceedings from the January 21, 2020 Village Board meeting._
DRAFT REPORT OF PROCEEDINGS
OF THE
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF NORTHFIELD
TUESDAY, JANUARY 21, 2020 - 7:00 p.m.

As provided for by public notice, the Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall at 7:00 p.m. on Tuesday, January 21, 2020 for the Regular Board meeting. The meeting was called to order by President Joan Frazier. The Village Clerk took the roll call.

PRESENT: President Joan Frazier
Trustees Thomas Terrill
Charles Orth
Todd Fowler
John Goodwin (remotely)
Greg Lungmus
Tom Whittaker

ABSENT:

ALSO PRESENT: Attorney Mallory Milluzzi

I. Consideration of Trustee Goodwin’s request for electronic participation for the meeting.

President Frazier indicated that as noted on the agenda, Trustee Goodwin would like to participate remotely. Trustee Goodwin was asked to introduce himself for the record so that he could fully participate in the meeting.

II. Swearing in of New Corporal Steven Gilmour and New Corporal Chad Jones: Village Clerk

President Frazier indicated the meeting would start with the swearing in of Officers Steven Gilmore and Chad Jones to Corporal. Chief Lustig introduced Officer Jones noting that he had been with the Department for 20 years. During those years, Officer Jones has served as a range instructor, the department's handgun and AR-15 armorer, developed the emergency response plan for the schools, the trainer for the School Liaison Officer on single responder tactics, and last year he even delivered a baby. The Village Clerk, Stacy Sigman then administered the oath of office to Officer Jones.

Chief Lustig then introduced Detective Steven Gilmour noting that he has been with the Department for 7 years. Detective Gilmour came to Northfield from the Chicago Police Department and as detective he follows up on all the investigative reports, manages the sex offender data base, a State certified Criminal Assault Investigator, a member of NORTAF
Homicide Task Force, and a member of NORTAF Burglary Task Force. The Village Clerk then administered the other of office to Detective Gilmour.

APPROVAL OF CONSENT AGENDA ITEMS:


2. Approve the Bills and Disbursements from 11/8/19 to 1/6/20:
   - General Fund $427,990.84
   - Foreign Fire Ins. Tax Fund 6,259.32
   - Water and Sanitary Sewer Fund 246,606.55
   - Storm Sewer Improvement Fund 15,229.85
   - Capital & Equipment Fund 51,475.22
   - 2017 Go Bond Project Fund 354,897.21
   - Rolling Ridge SSA Project Fund 95,289.44
   **TOTAL $1,197,748.43**

3. Annual Appointments:
   A. Approve a resolution appointing Village Manager Stacy Sigman as Village Clerk for 2020.
   B. Approve a resolution appointing Executive Assistant Holly McDonald as Deputy Village Clerk for 2020.
   C. Approve a resolution appointing Finance Director Steve Noble as Treasurer for 2020.

4. Approve an Indemnification Agreement Ordinance with Cook County for 2020.

   Trustee Lungmus made a motion, seconded by Trustee Terrill, to approve Consent Agenda items 1 through 4.

   Upon the following roll call vote, a motion to approve Consent Agenda items 1 through 4 was approved.
   - AYES: Terrill
   - NAYS: 0
   - ABSTAIN: 0
   - ABSENT: Orth, Fowler, Goodwin, Lungmus, Whittaker

CONSIDERATION OF A MOTION TO APPROVE AN AMENDMENT TO CHAPTER 11, ARTICLE II OF THE VILLAGE CODE BY ADDING A NEW DIVISION XV TO PROHIBIT ADULT-USE CANNABIS ESTABLISHMENTS

   Trustee Orth made a motion, seconded by Trustee Whittaker, to approve an ordinance amending Chapter 11 of the Village Code by adding a new Division XV to prohibit adult-use cannabis establishments.

   Community Development Director Steve Gutierrez noted that, at the December Board meeting, staff was directed to draft a code amendment prohibiting cannabis business uses. Originally, it was anticipated that would be a zoning code amendment but the Village Attorney
has advised be do this instead in the business regulation section of Chapter 11. Klein, Thorpe & Jenkins drafted the ordinance which defines and prohibits the various types of adult cannabis business uses. The amendments to Chapter 11 do not require a hearing with the Plan & Zoning Commission. Medical cannabis dispensaries will remain a special use in the office/research district as required by statute.

Trustee Orth asked, "If someone were to propose a medical dispensary, would it be a special use?" Director Gutierrez, responded that it would but only in the O/R district. In any other district, it would be a prohibited.

Trustee Whittaker asked if this could be revisited in the future. VM Sigman indicated that it could and that given the newness of this legislation we might want to take time to just monitor it and gain some empirical data. It will likely take some time for the state to roll out the licenses and so we should know a lot more in the next year or year and a half. At that point, the Board may want to reassess our position.

President Frazier mentioned that the legislation went into effect January 1st and allows the recreational use of cannabis but that municipalities do not have to allow cannabis businesses. The Village Board held a hearing in January and discussed whether to allow cannabis establishments in Northfield. The decision was to not allow them at this time but to revisit it down the road.

President Frazier then requested a roll call vote to approve an ordinance amending Chapter 11 of the Village Code by adding a new Division XV to prohibit adult-use cannabis establishments.

AYES: Terrill NAYS: 0 ABSTAIN: 0 ABSENT: 0
Orth Fowler Goodwin Lungmus Whittaker

CONSIDERATION OF A MOTION TO APPROVE AN AMENDMENT TO CHAPTER 16, SECTION 16-1 OF THE CODE OF ORDINANCES REGARDING BRING YOUR OWN BOTTLE TEMPORARY PERMIT EVENTS AND ESTABLISHING A REQUIREMENT THAT ALL APPLICATIONS BE FILED AT LEAST 14 DAYS PRIOR TO AN EVENT

Trustee Fowler made a motion, seconded by Trustee Whittaker, to approve an ordinance amending Chapter 16, Section 16-1 of the Code of Ordinances regarding bring your own bottle temporary permit events and establishing a requirement that all applications be filed at least 14 days prior to an event.
Attorney Mallory Milluzzi indicated this amendment is to clean up two sections in the Code. There had been a last minute request the day before New Year’s Eve where a business wanted to allow patrons to bring their own alcohol to an event. The code was ambiguous and a permit was not able to be issued. To address this moving forward the proposed the amendment clarifies the definition of the BYOB provision and makes it clear that a permit for specialty licenses must be filed at least 14 days prior to the event.

Trustee Lungmus asked if there were any restrictions on who can actually pour the alcohol. He is assuming people will serve themselves, but wondered what the issues are associated with the liability if someone else serves it. VM Sigman indicated that for BYOB license with a restaurant the restaurant would provide service. For special event permits it will likely vary and patrons may serve themselves or a caterer may assist. The specifics of each special permit would be part of the approval process. Attorney Milluzzi added that the amendment is to clarify that a permit is required for any BYOB special event.

President Frazier then requested a roll call vote to approve an ordinance amending Chapter 16, Section 16-1 of the Code of Ordinances regarding bring your own bottle temporary permit events and establishing a requirement that all applications be filed at least 14 days prior to an event.

AYES: Terrill
Orth
Fowler
Goodwin
Lungmus
Whittaker

NAYS: 0
ABSTAIN: 0
ABSENT: 0

CONSIDERATION TO APPROVE AN ORDINANCE AMENDING APPENDIX D “FEES, BONDS AND PENALTIES” OF THE CODE OF ORDINANCES

Trustee Fowler made a motion, seconded by Trustee Whittaker, to approve an ordinance amending Appendix D, “Fees, Bonds and Penalties” of the Code of Ordinances.

Director of Administrative Services Melissa DeFeo indicated that each year, staff reviews Appendix D which pertains to fees and fines. In 2018, a comprehensive review was done and each fee, fine and penalty was looked at in detail, comparing them to our surrounding communities, our practices, and the cost of service. This year only three changes are being proposed. The first is for ambulance rates. They are currently confusing so a simplified structure with basic service at $550 and an increase of $100 per tier. The non-resident rate will be a flat additional $150 per level of service. The basic non-resident service was inadvertently left off the draft ordinance. Attorney Milluzzi indicted that if the Board wanted to include that,
there would need to be a motion to amend the ordinance to add in basic life support, non-resident at $700.00.

Director DeFeo said the second change was for fingerprinting. We currently provide fingerprinting services for residents at no cost and charge $25 to non-residents. This does not cover our Police costs to provide this service and we are recommending increasing the non-resident rate $35. Finally, massage licenses require a background check that takes about 2 to 3 hours of time. We are recommending increasing the initial fee to $150, to help defray those costs, and then keeping the annual renewal at $60.

Attorney Milluzzi indicated that the motion to amend Section 1 of the ordinance would be to add a fee for basic life support, non-resident, of $700.00.

President Frazier then requested a roll call vote to approve amending the ordinance Appendix D, “Fees, Bonds and Penalties” of the Code of Ordinances, to include a fee for basic life support, non-resident, of $700.00.

AYES:  Terrill  NAYS: 0  ABSTAIN: 0  ABSENT: 0
     Orth
     Fowler
     Goodwin
     Lungmus
     Whittaker

Trustee Orth made a motion, seconded by Trustee Whittaker, to approve the ordinance, as amended, to amend Appendix D, “Fees, Bonds and Penalties” of the Code of Ordinances.

AYES:  Terrill  NAYS: 0  ABSTAIN: 0  ABSENT: 0
     Orth
     Fowler
     Goodwin
     Lungmus
     Whittaker

PUBLIC COMMENT

Chaya Rubenstein, 315 Linder Avenue, wanted to thank the Village President Frazier, Village Manager Sigman, Trustee Orth, Trustee Whittaker and Ms. DeFeo for coming to the League of Women Voter’s Winnetka Northfield Holiday Tea and for the wonderful presentation from the Village of Northfield. She indicated that the Northfield presentation was filled with wit and warmth and that she was very proud of all of the Village’s accomplishments. President Frazier thanked her for her kind thoughts and noted how much she enjoyed participating.

Department Updates

Administration

VM Sigman reported as follows:
Staff continues to work to close out the Happ Road Phase I project. A final public open house will be held on February 20th, from 4-7pm, at the North Shore Senior Center. The Village is also working with IDOT, Cook County and Patrick Engineering to finalize all of the details of that plan. At the open house residents can meet with the project engineers and learn about the traffic models and project enhancements. Cook County is planning for the Phase II work in their next fiscal year.

Also, staff has been busy working on the draft budget and all individual departmental requests are in.

Community Development Department & Building Department

Director Gutierrez reported as follows:

The Comprehensive Plan Steering Committee met on January 13th and the plan will be going to hearing before the Plan & Zoning Commission on March 2nd. Once they have made at recommendation the plan will come back to the Board for final review and adoption. Some great ideas have come through the Steering Committee, Village Trustees and President Frazier and the community.

On January 13th, the Architectural Commission approved a number of signs at New Trier High School’s campus. On February 10th, they will review a sign request for Mosquito Abatement.

Trustee Fowler asked Director Gutierrez for a status on the bank. Director Gutierrez indicated that excavation was halted when they ran across softer than they had anticipated soils. Their engineer is developing a new foundation and footing plan to address the issue. Trustee Whittaker asked if it is related to the distance to the creek. Director Gutierrez was not sure. President Frazier asked what this does to the project timing. Director Gutierrez said that it will push things out at least two or three weeks but the bank is hopeful they will still meet their June or July target.

President Frazier then asked about 1622 Willow Road. Director Gutierrez said the property closed in late December and that the new owner is working on plans to submit for permit. They plan to build out the rest of the first floor and are talking to tenants for that space. The owner will occupy the second floor space. Trustee Terrill asked how many total tenants will be in the building. Director Gutierrez said is not yet known. The two existing tenants only take up about 20 to 30% of the first floor.

Finance Department

Finance Director Noble reported as follows:

In monthly financial report, through November 2019, the General Fund is doing very well on the revenue side and we continue to benefit from the audit that the state performed early this fiscal year which increased our sales tax allotment by $300,000. Licenses and permits are lagging and are about where they were last year at this time. When the budget was developed we had anticipated projects, such as the R2 development.

On the expense side, all the departments are below their year to date budget. The Water Fund is down quite a bit even compared from last year. We will are at about 8% below our projected number of gallons sold. Raftelis is aware of this and will be factoring that into their estimates for the rate study. Salaries and benefits continue to come in below budget. Finally,
the Pension Fund is doing extremely well and through November, the trailing 12 months was up 10.25% and December has doubled that. That should have a very positive impact on the contribution to the Police Pension Fund for next year’s budget.

Trustee Terrill wanted to remind everyone that we should all be cautious and be alert to losses. Director Noble said maybe the timing is good because the Police Pension Fund will have its quarterly meeting on Thursday.

Trustee Orth asked Director Noble how the vehicle sticker sales are going. Director Noble said the current year is average, but believes it could be better. The Police Department has a very active Community Service officer who works to identify cars without stickers. When they get a citation, they quickly come in and get their stickers. Next year, we plan to get a complete list from the Secretary of State’s office of all the registered vehicles in town and match it up with ours so that we can aggressively find unregistered vehicles. Trustee Terrill believes there are a lot of vehicles who do not have stickers.

Fire-Rescue & Public Works Departments

Chief Mike Nystrand had a family issue and was unable to attend the meeting.

Police Department

Chief Lustig reported as follows:

It has been busy at the police department. A couple of weeks ago, the department handled a serious mental health issue involving a barricaded subject that reportedly had a gun. The shift responded and evacuated the homes in the area and got the family safely out of the house. Police were then able to work to get the subject peacefully out of the house and transported to the hospital. The weapons in the home were then secured.

Two weeks prior a car was stolen off of Lagoon and used in a burglary in Glenview. The keys were left in the car. In addition, ATM thefts are increasing and more aggressive shoplifting is taking place at the malls. One of our residents was followed through the mall and had to be walked by security to their car.

Finally, he indicated that the department had responded to the school for a video camera was found inside a trash can in a wash room. The Department was able to identify the perpetrator very quickly as he took a picture of himself when he set the camera up. There is an $800,000 warrant out for him and a nationwide warrant. Trustee Whittaker indicated that he and Trustee Fowler both have children who attend Sunset Ridge School and he can’t imagine what the department is going through. The feedback that he has heard from parents, is that everyone is very appreciative of the police department’s handling of the situation.

President Frazier asked about the person being followed and if it was in Northfield. Chief Lustig indicated that it was at Northbrook Court. A resident was shopping and carrying a lot of bags. A mall a security guard stopped her, told her she was being followed by 3 men, and then accompanied her to her car. Trustee Orth said his wife had a similar incident and was visibly shaken. Trustee Terrill asked if the people doing the robberies are local. Chief Lustig said no, most are coming from the city. The State’s Attorney will not prosecute shop lifters until they have a record of 10 convictions.

ADJOURNMENT
There being no further discussion or issues to come before the Board, Trustee Terrill made a motion, seconded by Trustee Orth to adjourn the meeting and go into closed session to approve Closed Session meeting minutes from September 17, 2019 from the Committee of the Whole and Village Board meetings pursuant to 5 ILCS 120/2(c)(21) and to discuss the employment, compensation and performance of specific employees pursuant to 5 ILCS 120/2(c)(1).

Upon the following roll call vote, the motion was approved.
AYES: Terrill     NAYS: 0     ABSTAIN: 0     ABSENT: 0
                   Orth
                   Fowler
                   Goodwin
                   Lungmus
                   Whittaker

President Frazier opened the regular meeting session and asked for a motion to adjourn.

ADJOURNMENT

The Board meeting was reconvened at approximately 9:20 p.m. There being no further business or issues to come before the Board, Trustee Orth made a motion, seconded by Trustee Whittaker to adjourn the meeting.

Upon the following roll call vote, the motion was approved.
AYES: Terrill     NAYS: 0     ABSTAIN: 0     ABSENT: 0
                   Orth
                   Fowler
                   Goodwin
                   Lungmus
                   Whittaker

The meeting was adjourned at 9:21 p.m.
VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET

Meeting Date: February 18, 2020
Subject: Bills & Disbursements
Submitted By: Steve Noble, Finance Director
Department: Finance

Details:
Bills & Disbursements from January 7, 2020 to January 30, 2020:

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<td>Grand Total</td>
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The following are highlights of selected bills:

Adrian Flooring ($8,772.00)
Deposit for replacement flooring in the Police Department as provided for in the 2019-20 Village Budget.

Illinois Department of Transportation ($260,556.78)
First payment for the Village’s 30% share of the reconstruction of Northfield Road. This project is 70% payable by a federal STP grant as set forth in an intergovernmental agreement approved by the Board at its January 15, 2019 Board meeting.

Intergovernmental Risk Management Agency ($71,031.69)
Replacement check after voiding original check issued and approved by the Board at its January 21, 2020 Board meeting.

Lexipol, LLC ($3,999.00)
Annual membership for the Fire Department that provides access to daily fire training bulletins, testing data base, and online fire procedure manual.
Transystems Corporation ($2,884.11)
Payment for January services associated with Phase III engineering for the Northfield Road rehabilitation project. This project is 70% payable by a federal STP grant as outlined in an intergovernmental agreement approved by the Board at its January 15, 2019 Board meeting.

Village of Glenview ($86,304.29)
Payment for joint dispatch services for the months of January through March 2020 ($85,981.00) and for fourth quarter fee for data line to access criminal history database ($323.29).

Executive Action:

A motion to approve the Bills & Disbursements from January 7, 2020 to January 30, 2020 in the amount of $623,343.12.
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FROM 01/07/2020 TO 01/30/2020
### Paid Invoice Listing

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- CARGILL: $357.02
- CDW: $5,636.37
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- CHANLTH CHANDLERTHINKS LLC: 1,875.00
- CHIGOCH CHICAGO COMMUNICATIONS LLC: 152.95
- CHGOPART CHICAGO PARTS & SOUND LLC: 199.20
- CHRBURK CHRISTOPHER BURKE ENGINEERING: 3,788.00
- CINTAS CINTAS CORPORATION NO. 2: 270.41

**VENDOR TOTAL:**

- **Total:** 6,955.56
Village of Northfield

Paid Invoice Listing

FROM 01/07/2020 TO 01/30/2020

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VENDOR TOTAL: 100.00
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VENDOR TOTAL: 3,999.00
### PAID INVOICE LISTING

**FROM 01/07/2020 TO 01/30/2020**

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#### VENDOR TOTAL:

- **3,384.53**
- **19.04**
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**VILLAGE OF NORTHFIELD**

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| | | 01 ESC DEP-3 LAKES/MEDLINE | 01002052502 | | | | | | |
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VENDOR TOTAL: 14,750.00

VENDOR TOTAL: 2,500.00

VENDOR TOTAL: 17,425.00
**VILLAGE OF NORTHFIELD**

**REGULAR BOARD MEETING**

**SUMMARY SHEET**

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**Details:**

Based on our discussions, I would like to make the following appointment:

To fill the unexpired term of Mike Sollitt:

**Architectural Commission** – Term: 4 years

Nancy Nazarian, appointment

**Term**

2-18-20 to 9-1-21

**Executive Action:**

*Following consideration of this nomination, I request that the Village Board ratify this appointment.*
Details:

Attached are the Report of Proceedings from the February 3, 2020 Plan & Zoning Commission meeting.

Executive Action:

None
PLAN AND ZONING

REPORT OF THE PROCEEDINGS OF A MEETING
BEFORE THE VILLAGE OF NORTHFIELD
PLAN AND ZONING COMMISSION

REPORT OF PROCEEDINGS had before the Village of
Northfield Plan and Zoning Commission taken at the Northfield
Village Hall, Board Room, Northfield, Illinois on the 3rd
day of February, 2020, at the hour of 7:00 p.m.

MEMBERS PRESENT:
DAN deLOYS, Acting Chairman
KATHY ESTABROOKE
WILLIAM KELLY
STEVEN HIRSCH
TODD BERLINGHOF
THOMAS BOLLING

MEMBERS ABSENT:
BILL VASELOPULOS, Chair
TRACEY MENDREK
CONNIE BERMAN

ALSO PRESENT:
STEVE GUTIERREZ, Community Development Director
ACTING CHAIRMAN DELOYS: I'd like to call to order the meeting of the Plan and Zoning Commission. My name is Dan deLoys; I'm the Acting Chair of the Commission. At this time, I would like the Commissioners to introduce themselves, starting with Steve Hirsch.

COMMISSIONER HIRSCH: Steven Hirsch.
COMMISSIONER KELLY: Bill Kelly.
COMMISSIONER ESTABROOKE: Kathy Estabrooke.
COMMISSIONER BERLINGHOF: Todd Berlinghof.
COMMISSIONER BOLLING: Tom Bolling.

ACTING CHAIRMAN DELOYS: Thank you very much. The purpose of tonight's meeting is to hear and discuss a request for approval of a preliminary and final plat of the Middlefork Gardens Subdivision to allow for the consolidation of the two existing lots located at 2067 Norfork and 2051 Middlefork Road into one lot. The public hearing forum will provide an overview of this proposal and a forum for the public comment and input.

This Commission is a recommending body only. We will forward our recommendation to the Village President and the Board of Trustees for their final determination on whether or not to grant this item before us today. The Board will then consider this item being discussed this evening at the next Board meeting which is scheduled for Tuesday, February 18th, 2020, at 7:00 o'clock p.m., right here in this boardroom.

Commission meetings require that all persons wishing to be heard and to enter testimony must be sworn in. This includes all individuals, and petitioners and any interested parties or other property owners. Following the petitioner's presentation and after the Commission has had an opportunity to ask questions and discuss amongst ourselves, then all interested parties will be given an opportunity to speak.

Prior to speaking, we request that all parties step forward to the microphone to be sworn in and provide their name, address and interest in this matter for the record. These proceedings are being taped, and that is why we request you speak only at the podium where the microphone is located.

Our first order of business is to pass the minutes of our last meeting back on September 3rd, 2019. Is there a motion?

COMMISSIONER HIRSCH: I'll make a motion that we approve.

ACTING CHAIRMAN DELOYS: Second?
COMMISSIONER BOLLING: Second.
ACTING CHAIRMAN DELOYS: All those in favor? (Chorus of ayes.)
ACTING CHAIRMAN DELOYS: All those opposed? (No response.)
ACTING CHAIRMAN DELOYS: The motion passes. Before the Petitioner steps to the microphone, Steve, do you have any comments for us?

MR. GUTIERREZ: Thank you, Chairman deLoys. Again, the Petitioners are Brian and Sandy Pigott. They are the owners of the properties that they're seeking to consolidate at 2067 Norfork Road and 2051 Middlefork Road. They are requesting the approval of a preliminary and final plat of subdivision which would consolidate those two lots. These consolidated lots would total 2.07 acres. They are both currently zoned R-1, and the average lot area along Norfork, Suffork and Middlefork Roads which we consider to be in that neighborhood, the average lot area is 1.1 acre. These lots range anywhere from 0.84 to 2.23 acres.

The proposed consolidation meets both our zoning code and subdivision code requirements. I've outlined those in detail in the memo. If you'd like me to go through those in detail, I would be happy to do that. But for now, I'll just indicate again that there are no variations that are needed for their proposed consolidation.

The Comprehensive Plan describes the following vision for the R-1 Countryside Residential areas:

"Countryside Residential: This type of land use accounts for the vast majority of land uses in the Village; large lots combined with private, narrow street systems to create the secluded spaciousness of these areas, with character contributing significantly to the overall quality of the community."

I thought this was a pertinent passage in the current Comprehensive Plan that could apply to your consideration here this evening. There's additional Comprehensive Plan goals and objectives that I've also outlined in the memo. But I thought this was probably the most pertinent passage.

The proposed consolidation is compatible in size and use to the other properties in the neighborhood as I just outlined. We think it would actually contribute to the spacious properties that are encouraged so strongly in the current Comprehensive Plan.

With that, I'll hand it over to the Petitioners who are here to answer any questions you have of them and to provide you with a quick overview of their application.

ACTING CHAIRMAN DELOYS: Okay, are you both going to speak?

MR. CANNING: I will speak.

ACTING CHAIRMAN DELOYS: Okay, please swear him in, Steve.

MR. GUTIERREZ: Anyone else who wishes to speak, please stand. Thank you. Please raise your right hands.
(Witnesses sworn.)
MR. GUTIERREZ: Thank you.
MR. CANNING: Good evening, Mr. Chairman. My name is Christopher Canning. I represent Brian Pigott who is one of the owners of the two lots seeking consolidation tonight. We believe it's a very straight forward request. It first came to our office's attention when Mr. Pigott was talking to us about some financial planning situations. Then I was engaged when a situation developed with a shed that was under construction. When I went out to the property and looked one way and looked the other way, I realized the shed was on the vacant parcel, not the parcel with the main home, and therefore, you cannot have a shed accessory structure on a vacant parcel.

So, I made an appointment to go see Mr. Gutierrez the next day and said I think we're going to have to accelerate our consolidation so that we can get this done. So, in working with Mr. Gutierrez and his team, that's how this application got in front of you. I believe it meets all the requirements for the R-1 zoning. We would ask for a favorable recommendation to the Village Board.

ACTING CHAIRMAN DELOYS: Any questions, anyone?
Any comments?
COMMISSIONER BERLINGHOF: None.
COMMISSIONER ESTABROOKE: None.
COMMISSIONER HIRSCH: I guess I'm just curious why. Why annex a parcel that enjoys a tax break because it is unimproved into, let's say one that is improved? Is there a motive or an advantage in doing it?
MR. CANNING: Yes, because the shed was on the vacant parcel. You can't have an accessory structure on that parcel, so it had to be consolidated so you can have the accessory structure in the right parcel.
COMMISSIONER HIRSCH: Yes, for the shed, okay.
MR. CANNING: So, if it was a few feet to the west, I probably wouldn't be standing here right now.
COMMISSIONER HIRSCH: Right, right.
MR. CANNING: But unfortunately, it's a few feet to the east, and that's why we're here.
COMMISSIONER HIRSCH: Got it.
MR. PIGOTT: I can answer his question about the financial aspects.
MR. CANNING: Brian, introduce yourself.
MR. PIGOTT: Brian Pigott, I'm the owner of 2067 Norfork and 2051 Middlefork. So, the initial reason for consolidation was that we needed to refinance our mortgage and we could not collateralize vacant land. So, we had this whole lot sitting there that we could not use as collateral to refinance.
COMMISSIONER HIRSCH: Got it.
MR. PIGOTT: And so that was the initial impetus to go forward with this.
COMMISSIONER HIRSCH: Right.
MR. PIGOTT: So, hope that helps.
COMMISSIONER HIRSCH: Thank you.
MR. PIGOTT: And yes, the taxes will go up.
COMMISSIONER HIRSCH: Yes, yes. Unfortunate.
ACTING CHAIRMAN DELOYS: Any other questions or comments?
COMMISSIONER HIRSCH: Negative.
ACTING CHAIRMAN DELOYS: Any questions or comments from the audience? Do I, anybody want to --
COMMISSIONER BERLINGHOF: I'll make a motion.
ACTING CHAIRMAN DELOYS: Motion.
COMMISSIONER BERLINGHOF: A motion to recommend to the Village Board approval of the preliminary and final plat of consolidation, Middlefork Gardens consolidation in accordance with the Petitioner's application and supporting materials, date stamped December 20th, 2019, subject to conditions one through six.
COMMISSIONER BOLLING: Second.
ACTING CHAIRMAN DELOYS: All those in favor?
(Chorus of ayes.)
ACTING CHAIRMAN DELOYS: All those opposed?
(No response.)
ACTING CHAIRMAN DELOYS: The motion passes.
Congratulations!
MR. CANNING: Thank you.
MR. PIGOTT: Thank you very much.
ACTING CHAIRMAN DELOYS: Steve, any other business?
MR. GUTIERREZ: No other business on this agenda. I just wanted to give you a heads up that in March, we're going to actually have a very full agenda. We have a proposed text amendment to the zoning code and a special use simultaneously regarding a retail use that would like to move into a space on Northfield Road. Currently, Northfield Road’s B-2 zoning does not accommodate any type of retail.
We also anticipate having a draft of our new Comprehensive Plan on that agenda as well. So, we may start at 6:30. We'll be reaching out to you to make sure that you're all available at that earlier time.
COMMISSIONER BOLLING: Hey, Steve, the Comprehensive Plan as it relates to us, what kind of preparation are we --
MR. GUTIERREZ: So, there is a final draft that's being tweaked right now. We should have that at least two and a half weeks prior to that meeting. We'll get that to you and give you at least two weeks and two weekends to look at that, okay? If you'd like the most recent draft which, again will be revised, we can send
that to you now.

COMMISSIONER BOLLING: I would.

ACTING CHAIRMAN DELOYS: We'd all like that, Steve.

MR. GUTIERREZ: Yes, we'll send that out. We'll send that out this week. I'll send you an e-mail advising when the final draft is available. That's all I have.

ACTING CHAIRMAN DELOYS: Motion to adjourn.

COMMISSIONER ESTABROOKE: Second.

(Chorus of ayes.)

ACTING CHAIRMAN DELOYS: Motion passes.

(Whereupon, at 7:13 p.m., the above meeting was concluded.)
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<th>NAME</th>
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<td>Charles Orth</td>
<td>1655 Orchard Lane</td>
<td>847-441-6215</td>
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<tr>
<td>Tom Whittaker</td>
<td>240 Old Farm Rd</td>
<td>847-446-4242</td>
</tr>
<tr>
<td>David Woodyatt</td>
<td>2050 Norfork</td>
<td>847-446-1144</td>
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<tr>
<td>Joanie Woodyatt</td>
<td>2050 Norfork</td>
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Meeting Date: February 18, 2020
Subject: Preliminary and Final Plat of Subdivision – 2067 Norfork and 2051 Middlefork
Submitted By: Steven Gutierrez, Community Development Director
Department: Community Development & Building

Details:
The petitioners, Brian and Sandy Pigott, are seeking approval of a preliminary and final plat of subdivision in order to consolidate the two lots at 2067 Norfork Road (1 acre) and 2051 Middlefork Road (1 acre). They plan on maintaining the existing home at 2067 Norfork Road as the sole primary structure on the consolidated property. On February 3 the Plan & Zoning Commission voted unanimously to recommend approval of the plat of consolidation.

Executive Action:
A motion to approve an ordinance for a preliminary and final plat of subdivision (Middlefork Gardens) allowing for the consolidation of 2067 Norfork and 2051 Middlefork into one lot.
ORDINANCE NO. ______

AN ORDINANCE GRANTING APPROVAL FOR PRELIMINARY AND FINAL PLAT OF SUBDIVISION FOR THE PROPERTIES KNOWN AS 2067 NORFORK ROAD AND 2051 MIDDLEFORK ROAD IN THE VILLAGE OF NORTHFIELD, COOK COUNTY, ILLINOIS

Preamble

A duly noticed public hearing was held by the Plan and Zoning Commission of the Village of Northfield on February 3, 2020, on the application of Brian and Sandy Pigott, owners of the properties at 2067 Norfork Road and 2051 Middlefork Road and as Petitioners for the approval of the Preliminary and Final Plat of Subdivision for an approximately 1.05 acres at 2067 Norfork Road and 1.02 acres at 2051 Middlefork Road to be consolidated into one lot for a total of 2.07 acres, on the following legally described property ("Subject Property") to wit:

Being a consolidation of Lots 12 and 16 in Sunset Road Estates in the Southeast ¼ (except the south 329.49 feet thereof) in the Southwest ¼ and that part of Southwest ¼ of the Southeast ¼, lying west of center line of Happ Road in Section 13, Township 42 North, Range 12, East of the Third Principal Meridian as per Plat recorded May 18, 1937 as Document 11998729.

Parcel 2: Easement for ingress and utilities as created and amended by Documents 11998729, 12007015, 12835944 and 14370468 in Village of Northfield, all in Cook County, Illinois.

Commonly known as 2067 Norfork Road, Northfield, Illinois and 2051 Middlefork Road, Northfield, Illinois
Real Estate Index Nos. 04-13-305-023 and 04-13-305-022

WHEREAS, the Plan and Zoning Commission of the Village of Northfield has filed its report of findings and recommendations on the requested approval of a Preliminary and Final Plat of Subdivision with the President and Board of Trustees of
the Village of Northfield. This report and recommendation has been duly considered by
the President and Board of Trustees;

WHEREAS, all applicable provisions of the Zoning Ordinance and Subdivision
Code of the Village of Northfield having been complied with, the President and Board of
Trustees of the Village of Northfield have determined that the approval of the
Preliminary and Final Plat of Subdivision requested be granted subject to the conditions
hereinafter set forth in this Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees
of the Village of Northfield, Cook County, Illinois:

SECTION 1: Approval for the Preliminary and Final Plat of Subdivision
providing for the consolidation of properties at 2067 Norfork Road and 2051 Middlefork
Road, subject to the following conditions:

1. The representations made in the application and supporting documents are
binding upon the Petitioners.

2. The Village of Northfield Health, Fire, and Building Officials shall be granted
access to the Subject Property at any reasonable time for purposes of conducting
inspections for compliance with Village Codes and Ordinances.

3. Violation of any condition of this approval shall be cause to revoke said
approval by the Corporate Authorities upon ten (10) days proper notice to the Petitioner.
Alternatively, the Village Manager shall have the right to assess fines, not to exceed $750.00
per violation, for such violation. Such assessment of fines may be appealed to the
Corporate Authorities by filing written notice of appeal within three (3) days of the
assessment.

SECTION 2: The following documents are attached as Exhibit A and made a
part of this Ordinance:

1. Application dated December 20, 2019;
2. Vicinity maps;
3. Departmental Reports.
SECTION 3: The owners of the Subject Property, the users of the Subject Property and the Subject Property shall comply in all other respects with the ordinances of the Village of Northfield and nothing in this Ordinance shall be construed as a waiver of any of those requirements.

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

AYES: __________________________________________________________

NAYS: __________________________________________________________

ABSENT: ________________________________________________________

ABSTAIN/RECUSE: ________________________________________________

PASSED and APPROVED by me this 18th day of February, 2020.

___________________________________________________________
Joan Frazier, President of the Village of Northfield

ATTESTED and FILED in the Office of the Village Clerk this 18th day of February, 2020.

______________________________
Stacy Sigman, Village Clerk
TO: CHAIRMAN BILL VASELOPULOS AND MEMBERS
OF THE PLAN & ZONING COMMISSION

FROM: STEVE GUTIERREZ
DIRECTOR OF COMMUNITY DEVELOPMENT

MEETING DATE: February 3, 2020

SUBJECT: Preliminary/Final Plat of Subdivision Application
Middlefork Gardens Consolidation – 2067 Norfork Road and 2051 Middlefork Road.

PETITIONER

The petitioners are Brian and Sandy Pigott owners of the properties at 2067 Norfork Road and 2051 Middlefork Road.

REQUEST

The petitioners is seeking approval of a preliminary and final plat of subdivision in order to consolidate the two lots at 2067 Norfork Road and 2051 Middlefork Road. Both lots are located in the R-1 Countryside Residential zoning district.

The property at 2067 Norfork Road has a land area of 45,843 square feet (1.05 acres) and is currently improved with one single family residence and two accessory structures (storage sheds). The property at 2051 Middlefork Road has a land area of 44,270 square feet (1.02 acres) and has an accessory structure (storage shed) currently under construction. The consolidated lots would total 2.07 acres.

At this point in time the petitioners do not have any plans to replace the existing home. That said the approval of the consolidation would not preclude them from doing so in the future, provided all the zoning requirements (e.g. setbacks, building height, limit of one primary structure, etc.) are met.

DEPARTMENT REPORTS

The proposed plat of consolidation was routed to our Engineering Division, Planning Division, Building Division, Fire Department, Police Department and Public Works Department for review and comment. There were no concerns expressed in their comments. Copies of the staff reports have been attached.

EXISTING NEIGHBORHOOD DEVELOPMENT PATTERN

The other R-1 zoned lots in the petitioner’s neighborhood (lots along Norfork, Suffork and Middlefork Roads) have an average lot area of 1.1 acres. The smallest existing lot is .84 acres, the largest 2.23. The river runs through this neighborhood resulting in a number of odd shaped lots.
The subject property is adjacent to the Middlefork Tennis Club that fronts Happ Road. A map showing the configuration of lots in this neighborhood is attached.

**ZONING AND SUBDIVISION STANDARDS**

The proposed plat of subdivision meets the Zoning Code’s requirement for minimum lot area and the Subdivision Code’s requirements for minimum lot depth, minimum lot line dimensions, and required angles. The Code requirements and the proposed dimensions are detailed in the table below.

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<th>Proposed</th>
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</thead>
<tbody>
<tr>
<td>Min. Lot Area</td>
<td>40,000 square feet</td>
<td>90,113 square feet (2.07 acres)</td>
</tr>
<tr>
<td>Subdivision Ordinance Standards</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Min. Lot Depth</td>
<td>110’</td>
<td>386.75’</td>
</tr>
<tr>
<td>Min. Lot Width</td>
<td>85’ (for corner lot)</td>
<td>233’</td>
</tr>
<tr>
<td>Min. Rear Lot Width</td>
<td>30’</td>
<td>233’</td>
</tr>
<tr>
<td>No Acute Angles</td>
<td>Minimum of 90 degrees</td>
<td>All corners are 90 degrees or more</td>
</tr>
<tr>
<td>Side Lot Lines</td>
<td>Substantially at right angles or radial to street</td>
<td>Meets standard</td>
</tr>
<tr>
<td>Abut on Road</td>
<td>Lots shall abut on a publicly dedicated street or private road</td>
<td>Abuts Norfork Road and Middlefork Road</td>
</tr>
</tbody>
</table>

**COMPREHENSIVE PLAN:**

The Comprehensive Plan (Plan) describes the community’s vision for the R-1 Countryside Residential areas in its Residential Land Use Area Recommendations section:

“**Countryside Residential.** This type of land use accounts for the vast majority of land uses in the Village. Large lots combined with private narrow street systems create the “secluded”, spaciousness of these areas. This character contributes significantly to the overall quality of community. “

The Plan establishes the following goal and objectives related to Northfield’s residential neighborhoods:

**Goal**

*A housing stock and living environment which supports the local population and maintains the overall quality and character of Northfield.*

**Objectives**

1. **Maintain the predominantly single-family character of the Village.**
2. **Promote a strong “neighborhood: concept where individual neighborhoods are well served by a sufficient number and variety of community facilities and services.**
3. **Maintain a housing stock that accommodates a variety of styles, sizes, and needs.**
4. Promote residential development and/or redevelopment that is complementary to and consistent with surrounding neighborhoods.
5. Preserve the character and scale of existing neighborhoods through the use of bulk, scale and height controls.
6. Protect residential areas from the encroachment of incompatible land-uses and the adverse impact of adjacent activities.
7. Preserve sound existing housing through efficient code enforcement and preventive maintenance.”

The consolidated single family residential lot would be compatible in size and use to the other properties in the neighborhood and would contribute to the spacious properties encouraged so strongly in the Plan. As such, staff would recommend approval of the consolidation.

MOTION

If at the conclusion of the discussion of this matter, the Plan and Zoning Commission wishes to approve the proposed consolidation, it may wish to consider the following motion:

Motion to recommend to the Village Board: Approval of a preliminary and final plat of consolidation (Middlefork Gardens Consolidation) in accordance with the Petitioner’s Application and Supporting Materials, date stamped December 20, 2019, subject to the following conditions:

1. The representations made in the application and supporting documents are binding upon the Petitioners. There shall be no additional uses permitted beyond those specifically enumerated herein or permitted by the Village of Northfield’s Zoning Ordinance.

2. The Village of Northfield Health, Fire, and Building Officials shall be granted access to the subject property at any reasonable time for purposes of conducting inspections for compliance with Village Codes and Ordinances.

3. An approval pursuant to any requested review by a Village consultant, Village staff member, Village Commission or Village Board Committee shall be an approval of only those items specified in any motion, resolution, ordinance, or written report. Such approval shall not be deemed to be an approval of any matter which is within the jurisdiction of any other Village consultant, Village staff member, Village Board Committee or Village Commission that has not issued a report or given its approval. Neither shall such approval be deemed the approval of any County, State or Federal Agency. Under no circumstances shall the approval be deemed to be an approval of any matter not included in this ordinance by virtue of the fact that such a matter appeared on a supporting document which is not attached as an exhibit to this ordinance or incorporated as an exhibit as part of this ordinance.

4. The petitioner shall comply in all other respects with the ordinances of the Village of Northfield and nothing in this approval shall be construed as a waiver of any of those requirements.

5. Violation of any condition of this approval shall be cause to revoke said approval by the Corporate Authorities upon ten (10) days proper notice to the Petitioner. Alternatively, the Village Manager shall have the right to assess fines, not to exceed $750.00 per violation, for such violation. Such assessment of fines may be appealed to the Corporate Authorities by filing written notice of appeal within three (3) days of the assessment.
6. Changes in the project may only be made as follows:

A. **Minor Field Changes.** Minor changes in locations or sizes shown on exhibits may be approved, in writing, by the Director of Community Development. Typically, a minor field change will not involve a percentage change greater than 3%. However, not all changes of less than 3% shall necessarily be deemed to be minor. The determination of the Director of Community Development as to whether a change is a minor field change shall be final.

B. **Village Board Approved Changes.** The Village Board may approve, without referral to the Plan & Zoning Commission, such other changes as it believes are in the best interest of the Village and which do not involve changes in numbers found in the text of the Ordinance and which do not have a substantial, direct impact on adjacent properties. The determination of the Village board as to whether a requested change should be referred to the Plan & Zoning Commission shall be final.

C. **Changes Requiring a Public Hearing.** Any change involving a size, quantity or other numerical value found in the text of the Ordinance or any change having substantial, direct impact on adjacent properties shall not be made except after a public hearing before the Plan & Zoning Commission. Additionally, the Village Board or the Director of Community Development may refer any requested change to the Plan & Zoning Commission for public hearing when either believes it would be in the best interest of the Village to do so.

{Insert further conditions, if any, desired by the Plan and Zoning Commission}.

**ATTACHMENTS:**

1. Departmental Reports
2. Vicinity Maps
3. Petitioner’s Application, date stamped December 20, 2019
VILLAGE OF NORTHFIELD
ENGINEERING DEPARTMENT
PLAN REVIEW

Project #: 2019-0467
Date: 12/31/19

PETITIONERS APPLICATION

Petitioner: Brian and Sandy Pigott
Address: 2067 Norfork Road
City: Northfield State: IL Zip Code: 60093
Project Location: 2067 Norfork Road & 2051 Middlefork Road
Project Description: Request for approval of a preliminary and final Plat of Middlefork Gardens Subdivision to allow for the consolidation of the two existing lots at 2067 Norfork Road and 2051 Middlefork Road (vacant) into one lot.

Type of Review Requested:

1. PUBLIC IMPROVEMENTS REQUIRED:
   YES  NO  COMMENTS
   a. Underground Utilities
      Water ...........................................  X
      Sanitary Sewer .............................. X
      Storm Sewer ................................ X
   b. Surface Improvement
      Pavement ...................................... X
      Curb & Gutter ................................ X
      Sidewalks ..................................... X
      Street Lighting .............................
   c. Easements
      Utility & Drainage ......................... X
      Access ...................................... X

2. PERMITS REQUIRED OTHER THAN VILLAGE:
   YES  NO  COMMENTS
   a. MWRDGC
   b. IDOT
   d. IEPA
   e. CCHD

3. R.O.W DEDICATIONS? ......................... X
4. SITE PLAN ACCEPTABLE? ..................... N/A
5. PRELIMINARY PLAT ACCEPTABLE? .......... X
6. TRAFFIC STUDY ACCEPTABLE? .............. N/A
7. STORM WATER DETENTION REQUIRED? .... X
8. CONTRIBUTION ORDINANCE EXISTING? .... N/A
9. FLOOD PLAIN OR FLOODWAY EXISTING? ... X
10. WETLAND EXISTING? .......................... X

GENERAL COMMENTS ATTACHED
See attached Memo

PLANS PREPARED BY: A.P. Surveying Co. P.C.  DATE OF PLANS: 1/24/20

Village Engineer

PLEASE RETURN TO COMMUNITY DEVELOPMENT DEPARTMENT BY: 1/24/20
MEMORANDUM

TO: Steve Gutierrez, Director of Community Development

FROM: Russell Jensen, Village Engineer

DATE: January 16, 2020

SUBJECT: Middlefork Gardens Consolidation (2067 Norfork Road & 2051 Middlefork Road)

Per review of the Petitioner’s Application for the above noted lot consolidation, the following comments are offered:

The house at 2067 Norfork Road was constructed in 1959. Subsequent improvements in 2001 and 2002 added an additional 970 square feet of imperviousness which was addressed through a fee-in-lieu stormwater management fee. A detention pond was constructed on the property sometime after April 2017, however no engineering volume calculations have been submitted. The house and rear patio at 2051 Middlefork Road was demolished in 2010 which removed at least 2750 square feet of impervious surface (not including the driveway removal). Future impervious improvements of the consolidated lot will initially be offset by the impervious surface removal at 2051 Middlefork Road and later addressed by detention.

A detailed review of the preliminary and final plat will be performed prior to the recording of the plat mylar.

There are no other engineering concerns on the lot consolidation.
VILLAGE OF NORTHFIELD
LANDSCAPE / TREE PRESERVATION
PLAN REVIEW

Project #: 2019-0467
Date: 12/31/19

PETITIONERS APPLICATION

Petitioner: Brian and Sandy Pigott

Address: 2067 Norfork Road

City: Northfield State: IL Zip Code: 60093

Project Location: 2067 Norfork Road & 2051 Middlefork Road

Project Description: Request for approval of a preliminary and final Plat of Middlefork Gardens Subdivision to allow for the consolidation of the two existing lots at 2067 Norfork Road and 2051 Middlefork Road (vacant) into one lot.

Type of Review Requested:

Arborist: ____________________________ Phone: ____________________________
Address: ____________________________

Residential Project Commercial Project

Tree Inventory Plan:

Amount of Trees to be Protected Species
Existing Condition of Trees ____________________________
Parkway Trees Required
Maintenance Specifications Required

Tree Removals:

DBH Inches of Removals ____________________________
DBH Inches of Replacements ____________________________
Landscape Plan Required ____________________________

Consulting Forester Required for Review

Commercial Project Landscape Design Review Required For:

Transitional Zones ____________________________
Parking Lots ____________________________
Refuse ____________________________

Additional Comments: NA

__________________________
Village Planner

1/8/20 Date

PLEASE RETURN TO COMMUNITY DEVELOPMENT DEPARTMENT BY: 1/24/20
Attn: Chief Lustig

VILLAGE OF NORTHFIELD
POLICE DEPARTMENT
PLAN REVIEW

Project #: 2019-0467
Date: 12/31/19

PETITIONERS APPLICATION

Petitioner: Brian and Sandy Pigott

Address: 2067 Norfork Road

City: Northfield State: IL Zip Code: 60093

Project Location: 2067 Norfork Road & 2051 Middlefork Road

Project Description: Request for approval of a preliminary and final Plat of Middlefork Gardens Subdivision to allow for the consolidation of the two existing lots at 2067 Norfork Road and 2051 Middlefork Road (vacant) into one lot.

Type of Review Requested:

1. CHARACTER OF USE: (WOULD IT BE A PROBLEM TYPE?) See Attached

2. ARE LIGHTING REQUIREMENTS ADEQUATE? Yes No

3. PRESENT TRAFFIC PROBLEMS? Yes No

4. TRAFFIC ACCIDENTS AT PARTICULAR LOCATION:

5. TRAFFIC PROBLEMS THAT MAY BE CREATED BY THE DEVELOPMENT:

6. GENERAL COMMENTS:

   Police Chief Signature

   Date

PLEASE RETURN TO COMMUNITY DEVELOPMENT DEPARTMENT BY: 1/24/20
January 6, 2020

PLAN REVIEW: Brian and Sandy Pigott
2067 Norfork Road
Northfield, IL 60093

1. CHARACTER OF USE (WOULD IT BE A PROBLEM?). Does not apply.

2. ARE LIGHTING REQUIREMENTS ADEQUATE? Does not apply.

3. PRESENT TRAFFIC PROBLEMS? None at this time.

4. TRAFFIC ACCIDENTS AT PARTICULAR LOCATION:
   None.

5. TRAFFIC PROBLEMS THAT MAY BE CREATED BY THE DEVELOPMENT:
   None

6. GENERAL COMMENTS:

   The Police Department does not have any issues with the consolidation of
   two lots; 2067 Norfolk Road and 2051 Middlefork Road into one vacant lot.
   This has been done before at 2100 Drury Lane.

   It should be noted that the Police Department looks at two issues when
   reviewing Plan Reviews, which are the security and safety aspects of the
   Plan, and not whether the use is appropriate at the particular location.

   [Signature]
   William K. Lustig
   Chief of Police
VILLAGE OF NORTHFIELD
BUILDING DEPARTMENT
PLAN REVIEW

Project #: 2019-0467
Date: 12/31/19

PETITIONERS APPLICATION

Petitioner: Brian and Sandy Pigott
Address: 2067 Norfork Road
City: Northfield State: IL Zip Code: 60093

Project Location: 2067 Norfork Road & 2051 Middlefork Road

Project Description: Request for approval of a preliminary and final Plat of Middlefork Gardens Subdivision to allow for the consolidation of the two existing lots at 2067 Norfork Road and 2051 Middlefork Road (vacant) into one lot.

Type of Review Requested:
[X] Plan and Zoning Commission – 2/3/20 [] Zoning Board of Appeals [] Architectural Commission

Comments: None

Building Commissioner: Ron Johnson
Date: 12/31/19

PLEASE RETURN TO COMMUNITY DEVELOPMENT DEPARTMENT BY: 1/24/20
VILLAGE OF NORTHFIELD
FIRE PREVENTION
PLAN REVIEW
Project #: 2019-0467
Date: 12/31/19

PETITIONERS APPLICATION
Petitioner: Brian and Sandy Pigott
Address: 2067 Norfork Road
City: Northfield State: IL Zip Code: 60093
Project Location: 2067 Norfork Road & 2051 Middlefork Road
Project Description: Request for approval of a preliminary and final Plat of Middlefork Gardens Subdivision to allow for the consolidation of the two existing lots at 2067 Norfork Road and 2051 Middlefork Road (vacant) into one lot.

Type of Review Requested:
[X] Plan and Zoning Commission – 2/3/20 [] Zoning Board of Appeals [] Architectural Commission

1. NUMBER OF STORIES
2. HEIGHT OF BUILDING
3. FIRE LANES
4. FIRE HYDRANTS
5. STANDPIPE
6. SPRINKLERS
7. FIRE PUMP
8. FIRE ALARM
9. TYPE OF CONSTRUCTION

10. WHAT SPECIFIC CHANGES AND REQUIREMENTS DO YOU SUGGEST TO ACHIEVE ADEQUATE CONTROL AND EXTINGUISHMENT OF A FIRE?

Free Hydrants are over 600 feet apart. But are throughout the block of Norfork, Middlefork and Suffork.

11. GENERAL COMMENTS: No Issues with Fire

[Signature]
Fire Prevention Inspector Date 1-6-20

PLEASE RETURN TO COMMUNITY DEVELOPMENT DEPARTMENT BY: 1/24/20
Attn: Mike Nystrand

VILLAGE OF NORTHFIELD
PUBLIC WORKS DEPARTMENT
PLAN REVIEW

Project #: 2019-0467
Date: 12/31/19

PETITIONERS APPLICATION

Petitioner: Brian and Sandy Pigott
Address: 2067 Norfork Road
City: Northfield State: IL Zip Code: 60093
Project Location: 2067 Norfork Road & 2051 Middlefork Road
Project Description: Request for approval of a preliminary and final Plat of Middlefork Gardens Subdivision to allow for the consolidation of the two existing lots at 2067 Norfork Road and 2051 Middlefork Road (vacant) into one lot.

Type of Review Requested:

<table>
<thead>
<tr>
<th>EXISTING IMPROVEMENT</th>
<th>REQUIRED IMPROVEMENT</th>
<th>COMMENTS</th>
</tr>
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<tbody>
<tr>
<td>1. UTILITIES:</td>
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<tr>
<td>Water</td>
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<tr>
<td>Metering</td>
<td>/</td>
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</tr>
<tr>
<td>Backflow</td>
<td>/</td>
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</tr>
<tr>
<td>Sanitary Sewer</td>
<td>/</td>
<td></td>
</tr>
<tr>
<td>Storm Sewer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. SURFACE:</td>
<td>/</td>
<td></td>
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<td>Pavement</td>
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<td></td>
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<td>Curb &amp; Gutter</td>
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<tr>
<td>Sidewalks</td>
<td>/</td>
<td></td>
</tr>
<tr>
<td>Street Lighting</td>
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</tr>
<tr>
<td>3. GENERAL COMMENTS:</td>
<td>None</td>
<td></td>
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</tbody>
</table>

Public Works Director
1/9/20

PLEASE RETURN TO COMMUNITY DEVELOPMENT DEPARTMENT BY: 1/24/20
Plan and Zoning Commission Application

This application must be accompanied with a completed Ownership and Site Authorization Affidavit (see page 7).

Project Name: Lot Consolidation
Petitioner Name: Brian Pigott and Sandy Pigott
Address: 2067 Norfork Road
City: Northfield State: IL Zip: 60093
Phone Number: 773-426-1639
E-mail: bcpigott@yahoo.com

Contact Person: Christopher S. Canning
Address: 1000 Skokie Blvd., Ste. 355, Wilmette, IL 60091
City: Wilmette State: IL Zip: 60091
Phone Number: 847-853-7040
E-mail: chris@canninglegal.com
Project Location: 2067 Norfork and 2051 Middlefork

Zoning Designation: R-1

Type of Review Requested (check all that apply):

X Subdivision - CONSOLIDATION
☐ Planned Unit Development
☐ Special Use
☐ Annexation Agreement
☐ Rezoning (map amendments)
☐ Zoning Text Amendment
Ownership and Site Authorization Affidavit

I, Christopher S. Canning (printed name of natural person), being first duly sworn
upon oath, state that I am the

___ sole
___ an
XX authorized officer of the

Owner of the property commonly described as:

2067 Norfork Road and 2051 Middlefork Road and that such property is legally owned by

Brian Pigott and Sandy Pigott as of the date of this affidavit.

As such, I hereby grant the employees of the Village of Northfield, their agents, and elected and appointed officials of the Village of Northfield permission to enter onto the property to perform a visual inspection and to familiarize themselves with conditions during reasonable hours. This permission is granted in connection with the application pertaining to the property pending before one or more bodies or agencies of village government.

______________________________________________
Signature of person named above

In the space below, a) for a partnership, name all partners;, b) for a corporation, name all officers, directors and shareholders of 25% or more of corporate stock;, c) if a Trust, name the trustee, all persons holding a beneficial interest, and all persons holding Power of Direction.

<table>
<thead>
<tr>
<th>Name</th>
<th>Interest Held</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Subscribed and sworn to before me this

20th day of December 2019

[Signature of Notary Public]

Notary Public
VIA HAND DELIVERY
Bill Vaselopulos
Chair, Plan and Zoning Commission
Village of Northfield
c/o Steve Gutierrez
Community Development Director
Village of Northfield
361 Northfield Road
Northfield, IL 60093

December 20, 2019

Re: Application for Lot Consolidation 2067 Norfork Road.

Dear Chairman Vaselopulos and Members of the Plan and Zoning Commission:

I am writing on behalf of Brian Pigott regarding his application to consolidate two lots, one lot located at 2067 Norfork Road and the adjoining lot at 2051 Middlefork Road into one (1) single lot (the “Subject Property”). Both lots are located within the R-1 Single Family Dwelling District. By this application, Mr. Pigott seeks approval for a Plat of Consolidation of the lot at 2067 Norfork Road and the lot at 2051 Middlefork Road into a single parcel. For the reasons set forth more fully below, Mr. Pigott respectfully requests that the Plan and Zoning Commission of Village of Northfield recommend the granting of the Consolidation.

I. 2067 Norfork Road (Lot 1).
Lot 1 is located within the R-1 Single Family Dwelling District. Lot 1 is surrounded by residential uses. Lot 1 has approximately 233’ of frontage on Norfork and a lot area of 45,843 square feet.
II. **2051 Middlefork Road (Lot 2).**

Lot 2 is located within the R-1 Single Family Dwelling District. It was formally the site of a single-family home. Lot 2 is surrounded by residential or recreational uses. Lot 2 has approximately 190’ of frontage on Middlefork Road. It has a lot area of 44,270 square feet.

III. **Request for Consolidation of Lots 1 and 2.**

Mr. Pigott requests that Lots 1 and Lot 2 be consolidated. Two lot consolidations are permissible in the R-1 Single Family Dwelling District without the need for a variation. The proposed consolidated Lot meets all area, bulk, density and setback standards for the District. Furthermore, the proposed consolidated Lot will comply with the total side yard setback required by the Zoning Ordinance for the District. Finally, the Lot will be well screened and buffered from the public view.

Mr. Pigott asks that the Plan Commission recommend approval of his application for Consolidation. We look forward to the opportunity to appear at the Public Hearing on the application and answer any questions the Plan Commission may have. Thank you for your consideration of this request.

Very truly yours,

Christopher S. Canning
VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET

Meeting Date: February 18, 2020

Subject: Resolution Adopting the Cook County Multi-Jurisdictional Hazard Mitigation Plan

Submitted By: Stacy Sigman, Village Manager

Department: Office of the Village Manager

Details:

In 2014, due to changes in federal law, Cook County prepared and Northfield adopted a Multi-Jurisdictional Hazard Mitigation Plan ("HMP") approved by the Federal Emergency Management Agency and Illinois Emergency Management Agency. In 2019, a coalition of 121 key stakeholders, including Northfield, updated that plan. The HMP is designed to prepare for and lessen the impacts of specified natural hazards, i.e. flooding, extreme cold, snow, etc. It also serves as a tool to pool resources and to create a uniform hazard mitigation strategy for the defined planning area of Cook County. In order for local jurisdictions, to receive grant funds through the Cook County Hazard Mitigation Grant Program, local jurisdictions must adopt a resolution that contains the specific commitments set forth in the attached Resolution. Approval and delivery of the Resolution to Cook County allows the Village to continue to be a participating jurisdiction under the HMP.

The 2019 HMP is not included in the packet due to its length (550 pages), but it is available on Cook County’s website. To view the completed 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan, please click here.

Specifically, the Resolution accepts in its entirety Volume 1, the Countywide Mitigation Actions in Volume 2, and the Village Jurisdictional Annex in Volume 2 of the 2019 Cook County HMP. The resolution also requires us to participate in updates and to provide implementation progress reports to the Board.

Executive Action:

A motion to approve a resolution adopting the 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan.
RESOLUTION NO. _____

ADOPTION OF THE UPDATE OF THE COOK COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

WHEREAS, the Village of Northfield recognizes the threat that natural hazards pose to people and property within our community; and

WHEREAS, the Village recognizes the importance of reducing or eliminating vulnerability to disasters caused by natural hazards for the overall good and welfare of the community, and

WHEREAS, on October 10, 2000, the U.S. Congress passed the Disaster Mitigation Act of 2000 ("Act") which provides the legal framework for the Federal Emergency Management Agency (FEMA) mitigation, planning requirements for state, local, and tribal governments as a condition of mitigation grant assistance emphasizing the need for pre-disaster mitigation of potential hazards; and

WHEREAS, as a condition of future funding for mitigation projects, the Act requires jurisdictions to prepare and adopt a hazard mitigation plan to identify and address certain vulnerabilities that exist prior to and during a disaster; and

WHEREAS, FEMA supports post-disaster grant funding through the Hazard Mitigation Plan Grant program, which has as a condition of funding eligibility, a requirement for jurisdictions to prepare and adopt a hazard mitigation plan; and

WHEREAS, to maintain continued eligibility for FEMA mitigation grant assistance programs the Act requires a hazard mitigation plan be updated every five years; and

WHEREAS, in accordance with the Act’s requirements, 121 Cook County jurisdictions engaged in the FEMA-prescribed mitigation planning process to prepare the 2019 Plan and its associated local hazard mitigation plan annexes; and

WHEREAS, the 2019 Plan has been approved by the Illinois Emergency Management Agency and Federal Emergency Management Agency, Region V; and

NOW, THEREFORE, BE IT RESOLVED,
1. The Village of Northfield hereby accepts, approves and adopts Volume 1 in its entirety, the Countywide Mitigation Actions in Volume 2; and the Village Jurisdictional Annex in Volume 2 of the 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan.

2. The Village will continue to participate in the updating and revision of the 2019 Plan with another plan review and revision to occur within a five year cycle, and designated staff will provide annual progress reports on the status of implementation of the 2019 Plan to the President of the Village Board.

BE IT FURTHER RESOLVED that this resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

AYES:_____________________________________________________
NAYS:_____________________________________________________
ABSENT:___________________________________________________

PASSED and APPROVED this 18th day of February, 2020.

______________________________
Joan Frazier, Village President

ATTESTED and FILED this 18th day of February, 2020.

______________________________
Stacy Alberts Sigman, Village Clerk
Hazard Mitigation Plan

*Cook County Hazard Mitigation Plan Mission:*
Identify risks and sustainable cost-effective actions to mitigate the impact of natural hazards in order to protect the life, health, safety, welfare, and economy of the communities of Cook County.

On September 26, 2019, the Cook County Board approved the update to the largest Multi-Jurisdictional All Hazards Mitigation Plan (HMP) ever completed in the United States. Cook County’s Department of Emergency Management and Regional Security (DEMRS) spearheaded the planning process for the 2019 HMP update.

The 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan, which received approval from the Illinois Emergency Management Agency (IEMA) and the Federal Emergency Management Agency (FEMA), means Cook County is eligible to receive funds through FEMA’s Hazard Mitigation Grant Program (HMGP). A total of 122 planning partners were involved in the effort, including 121 of Cook County’s 135 municipalities.

Under the leadership of Cook County Board President Toni Preckwinkle, the DEMRS worked diligently with area municipalities and other partnering agencies to update the 2014 HMP to continue to address natural hazards that the county frequently faces, like flooding, extreme cold temperatures, snow and heavy storms, which endanger lives and damage and destroy property.

The DEMRS coordinated with the HMP Steering Committee made up of leaders in both the public and private sectors in Cook County to help lead the planning process. (To see a list of Steering Committee members [click here](#) or view meeting minutes, [please click here](#).)

During the HMP process, jurisdictions throughout Cook County identified mitigation projects they would like to undertake in order to minimize the impact of natural hazards. Participating communities, upon adoption of the plan by their governing bodies will now be able to apply for Federal Mitigation Grant funds to help finance those projects that reduce the county’s vulnerability to natural hazards while protecting the health, safety, welfare and economy of communities by identifying cost-effective strategies to reduce their impact.

To view the completed 2019 Cook County Multi-Jurisdictional Hazard Mitigation Plan, please [click here](#).

To view the 2019 Countywide Mitigation Actions, please [click here](#).
2019 Jurisdictional Annexes:
Alsip
Arlington Heights
Bedford Park
Bellwood
Berkeley
Berwyn
Blue Island
Bridgeview
Broadview
Brookfield
Burbank
Burnham
Calumet City
Calumet Park
Chicago
Chicago Heights
Chicago Ridge
Cicero
Cook County - unincorp
Country Club Hills
Countryside
Crestwood
Dixmoor
Dolton
East Hazel Crest
Elk Grove Village
Elmwood Park
Evanston
Evergreen Park
Flossmoor
Ford Heights
Forest Park
Forest View
Franklin Park
Glencoe
Glenside
Glenwood
Golf
Hanover Park
Harvey
Harwood Heights
Hazel Crest
Hickory Hills
Hillside
Hodgkins
Hoffman Estates
Homewood
Indian Head Park
Inverness
Justice
Kenilworth
La Grange
La Grange Park
Lansing
Lemont
Lincolnwood
Lynwood
Lyons
MWRD
Markham
Matteson
Maywood
McCook
Melrose Park
Merrionette Park
Midlothian
Morton Grove
Mount Prospect
Niles
Norridge
North Riverside
Northbrook
Northfield
Northlake
Oak Forest
Oak Lawn
Oak Park
Olympia Fields
Orland Hills
Orland Park
Palatine
Palos Hills
Palos Heights
Palos Park
Park Ridge
Phoenix
Posen
Prospect Heights
River Forest
River Grove
Riverdale
Riverside
Robbins
Rolling Meadows
Rosemont
Sauk Village
Schaumburg
Schiller Park
Skokie
Cook County Board Approves Multi-Jurisdictional Hazard Mitigation Plan Update

September 27, 2019  Emergency Management

The Cook County Board of Commissioners approved the County’s Multi-Jurisdictional Hazard Mitigation Plan (HMP) update this week. Under the leadership of Cook County Board President Toni Preckwinkle, the County’s Department of Homeland Security and Emergency Management (DHSEM) spearheaded the revision to the 2014 plan which remains the largest of its kind in the United States.

The HMP update, which has already received approval from the Illinois Emergency Management Agency (IEMA) and the Federal Emergency Management Agency (FEMA), means Cook County remains eligible to receive funds through FEMA’s Hazard Mitigation Grant Program (HMGP).

A total of 121 of Cook County’s 135 municipalities partnered with DHSEM. Those jurisdictions must now officially approve the plan update as well.

DHSEM worked closely with municipalities and other partnering agencies to address natural hazards that endanger lives and damage and destroy property, including flooding, extreme cold and heat, snow and other severe weather events.

“The safety and security of Cook County residents is a critical priority,” President Preckwinkle said. “This plan is key to helping us identify and mitigate natural hazards which can devastate our residents and many times disproportionately affect our traditionally underserved communities."

“This comprehensive update of the largest hazard mitigation plan in the country is a major step forward in our ongoing efforts to mitigate natural hazards in Cook County and the region,” said William Barnes, executive director of DHSEM. “We look forward to continued collaboration with our partners to ensure the safety of our residents and the security of critical infrastructure.”

As part of the HMP update process, DHSEM held seven public hazard mitigation meetings throughout the County this summer. Additionally, more than 6,000 Cook County residents participated in a survey to identify the natural hazards that concerned them most as well as services they may need during an emergency.

DHSEM also formed an HMP steering committee made up of leaders in both the public and private sectors to assist with the planning process.

The HMP update participants identifies 367 new mitigation projects. Updates to the HMP are required by FEMA every five years. The County adopted its first HMP in 2014. To see the plan update and learn more
The North Regional Major Crimes Task Force (NORTAF) is a team of 37 investigators and forensic specialists from thirteen local police departments. Northfield was one of the founding members and we use the NORTAF resources to help us investigate homicides, non-parental kidnappings, certain school-related crimes, and police involved shootings/or deaths if the Illinois State Police Task Force is unavailable. The Task Force has the option to assist with other serious cases if they are approved by the NORTAF governing body. Along with NORTAF, this agreement also covers the Burglary Task Force (BTF) and Major Crash Assistance Team (MCAT).

The mutual aid agreement and bylaws has been recently updated and member communities are being asked to accept the new agreement. All changes have been reviewed by Klein, Thorpe & Jenkins, IRMA and Holland and Knight.

Attachments:
1. Amended Intergovernmental Agreement
2. NORTAF Bylaws
3. Resolution

Executive Action:

A motion to approve the Amended and Restated Intergovernmental Police Assistance Agreement for the North Regional Major Crimes Task Force.
RESOLUTION NO. R_____

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE THE AMENDED AND RESTATED INTERGOVERNMENTAL POLICE ASSISTANCE AGREEMENT FOR THE NORTH REGIONAL MAJOR CRIMES TASK FORCE (NORTAF) BETWEEN THE VILLAGE OF NORTHFIELD AND THE MEMBERS OF NORTAF

WHEREAS, the Village of Northfield (“Village”), Cook County, Illinois is a home rule unit of local government pursuant to Article 7, Section 6 of the Constitution of the State of Illinois; and

WHEREAS, both the 1970 Illinois Constitution (Article VII, Section 10) and the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) authorize and encourage intergovernmental cooperation; and

WHEREAS, the Village and the members of NORTAF, desire to update the Intergovernmental Police Assistance Agreement (Original Agreement) adopted in 1997; and

WHEREAS, the Village and members of NORTAF desire to amend, restate and replace the Original Agreement with the terms and provisions outline in the new agreement; and

WHEREAS, the Village believes that the amendments to the Intergovernmental Agreement will provide benefits to Village residents and businesses; and

WHEREAS, the Village President and the Board of Trustees have determined that it is in the best interests of the Village and the public health, safety and welfare of persons and property within the Village to enter into this Amended and Restated Intergovernmental Agreement.

NOW, THEREFORE BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF NORTHFIELD, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Whereas each paragraph above is incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.

SECTION 2: The Board of Trustees of the Village of Northfield approves, authorizes and directs the Village President and Village Clerk of the Village of Northfield to execute the Amended and Restated Intergovernmental Agreement and all related documents between the Village of Northfield and the members of NORTAF relative to the Amended and Restated Intergovernmental Police Assistance Agreement, attached hereto as Exhibit A.

SECTION 3: That this Resolution shall take effect from and after its adoption and approval.

ADOPTED this 18th day of February, 2020, by the Village President and Board of Trustees of the Village of Northfield, Illinois.
Joan Frazier
Village President

ATTEST:

Stacy Alberts Sigman
Village Clerk
STATE OF ILLINOIS       )
                      ) SS
COUNTY OF COOK      )

CLERK'S CERTIFICATE

I, Stacy Sigman, the duly appointed Village Clerk of the Village of Northfield, Cook County, Illinois, do hereby certify that attached hereto is a true and correct copy of the Resolution now on file in my office, entitled:

RESOLUTION NO. R_______

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT AND VILLAGE CLERK TO EXECUTE THE AMENDED AND RESTATED INTERGOVERNMENTAL POLICE ASSISTANCE AGREEMENT FOR THE NORTH REGIONAL MAJOR CRIMES TASK FORCE (NORTAF) BETWEEN THE VILLAGE OF NORTHFIELD AND THE MEMBERS OF NORTAF

which was passed by the Corporate Authorities of the Village of Northfield at their regular meeting held on the 18th day of February, 2020, at which meeting a quorum was present.

I further certify that the vote on the question of the passage of the said Resolution by the Corporate Authorities of the Village of Northfield was taken by the Ayes and Nays and recorded in the Journal of Proceedings of the Corporate Authorities of the Village of Northfield, and that the result of said vote was as follows, to-wit:

AYES:_____________________________________________________________

NAYS:_____________________________________________________________

ABSENT:___________________________________________________________

I do further certify that the original Resolution, of which the attached is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Northfield, this _____ day of __________, 2018.

___________________________________
Village Clerk
EXHIBIT A

AMENDED AND RESTATED INTERGOVERNMENTAL POLICE ASSISTANCE AGREEMENT (NORTAF)
AMENDED AND RESTATE INTERGOVERNMENTAL POLICE ASSISTANCE AGREEMENT (North Regional Major Crimes Task Force)

This AMENDED AND RESTATED INTERGOVERNMENTAL POLICE ASSISTANCE AGREEMENT (“Agreement”) is made and entered into as of the 1st day of January, 2020 (“Effective Date”) by and among the CITY OF EVANSTON, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF GLENCOE, ILLINOIS, an Illinois municipal corporation, the VILLAGE OF GLENVIEW, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF KENILWORTH, ILLINOIS, an Illinois municipal corporation, the VILLAGE OF LINCOLNWOOD, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF MORTON GROVE, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF NILES, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF NORTHFIELD, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF SKOKIE, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF WILMETTE, ILLINOIS, an Illinois home rule municipal corporation, and the VILLAGE OF WINNETKA, ILLINOIS, an Illinois home rule municipal corporation (collectively, the “Members”).

RECITALS:

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), and Sections 1-4-6 and 11-1-2.1 of the Illinois Municipal Code (65 ILCS 5/1-4-6 and 5/11-1-2.1), authorize and encourage intergovernmental cooperation among law enforcement agencies to respond to, investigate, and solve crimes; and

WHEREAS, pursuant to Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, the Members entered into that certain Intergovernmental Police Assistance Agreement in 1997 (“Original Agreement”) to form the North Regional Major Crimes Task Force (“NORTAF”) to allow and govern the cooperation of the Members when a law enforcement incident or investigation necessitates additional resources, equipment, and personnel; and

WHEREAS, the Original Agreement was made in recognition of the fact that local law enforcement capabilities are enhanced by having access to regionalized facilities, programs and the assistance of other departments; and

WHEREAS, the purpose of the Original Agreement and of this Agreement is to provide the means whereby enhanced access to facilities, programs and assistance is provided through the intergovernmental cooperation of the Members; and

WHEREAS, the Members now desire to amend, restate, and replace the Original Agreement with the terms and provisions of this Agreement; and
NOW, THEREFORE, in consideration of the mutual promises set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Members agree as follows:

SECTION 1: INCORPORATION OF RECITALS

The foregoing recitals are material to this Agreement and are incorporated into this Agreement and as if fully stated herein.

SECTION 2: DEFINITIONS

For purposes of this Agreement, the following terms shall be defined as set forth in this section unless a different meaning is required by context:

A. Bylaws. “Bylaws of the North Regional Major Crime Task Force,” which may be amended from time to time.

B. Police Assistance. Law enforcement assistance provided by any Member to any other Member, which shall include, but not be limited to, the assignment of sworn and/or civilian personnel and the use of equipment for such assistance as back-up on traffic stops, investigations, establishment of regionalized operations or administrative programs, and major crime task forces developed pursuant to this Agreement, the Bylaws, and the Operation Plan to be established pursuant to Section 7.C of this Agreement.

C. Requesting Municipality. A Member that requests police assistance from another Member pursuant to this Agreement.

D. Aiding Municipality. A Member that provides police assistance to another Member pursuant to this Agreement.

SECTION 3: RIGHTS OF PARTICIPATING MUNICIPALITIES

The rights of each Member shall be as set forth in this Section and shall be exercised by and through the actions of the Chief of Police of each respective Member or his or her designee.

A. Any Member may request police assistance from any one or more Members when, in the judgment of the Requesting Municipality, such assistance is necessary.

B. Any Member may render aid to any one or more Member to the extent available personnel and equipment are not required for the adequate protection of the Aiding Municipality. The judgment of the Aiding Municipality as to the amount of personnel and equipment available to the Requesting Municipality, shall be final.

C. The Chief of Police of the Requesting Municipality, or his or her designee, shall be authorized to direct the actions of those sworn or civilian personnel of any Aiding Municipality that are providing police assistance pursuant to this Agreement.
D. Nothing in this Agreement shall prevent any Member from cooperating with any other municipality, regardless of whether it is a Member of NORTAF, nor shall anything in this Agreement prevent any Member from acting jointly or in cooperation with any other local, state or federal unit of government or agency thereof, to the fullest extent permitted by law.

SECTION 4: AUTHORITY OF SWORN POLICE PERSONNEL

Any sworn police officers of an Aiding Municipality providing police assistance to a Requesting Municipality under this Agreement shall have all of the powers of police officers of any Requesting Municipality, including the power of arrest, and are subject to the direction of the Chief of Police of the Requesting Municipality.

SECTION 5: COMPENSATION BETWEEN MEMBERS

A. Except as hereinafter provided, the assistance provided by any Aiding Municipality under this Agreement shall be rendered without charge to the Requesting Municipality or any other Member.

B. An Aiding Municipality may request payment or indemnification from a Requesting Municipality when the Aiding Municipality has incurred unusual or burdensome costs in providing assistance to the Requesting Municipality. The payment of such costs shall be at the discretion of the corporate authorities of the Requesting Municipality.

SECTION 6: RESPONSIBILITIES OF MEMBERS

The responsibilities of each Member shall be as set forth in this Section.

A. Responsibility for Employees. Each Member shall assume the responsibility for the actions of its sworn or civilian personnel acting pursuant to this Agreement, both as to indemnification of sworn or civilian personnel and as to the payment of benefits to such sworn or civilian personnel, all to the same extent as such personnel are protected, insured, indemnified and otherwise provided for when acting within the Member municipalities’ respective corporate limits.

B. Compensation of Employees. Each Member shall be responsible for the payment of all benefits to all of its sworn and civilian personnel acting pursuant to this Agreement, including but not limited to the payment of wages, salaries, disability payments, pension benefits, workers’ compensation claims, and claims for damage to or destruction of equipment and clothing, and claims for medical expenses. The Requesting Municipality is not responsible for the compensation or benefits of employees of other Members when those employees are assigned to assist the Requesting Municipality.

C. Assessment Fees. Each Member shall pay annual dues adopted by the Board of Directors in accordance with the Bylaws.

D. Insurance. Each Member shall procure and maintain, at its sole and exclusive expense, insurance coverage which covers itself, personnel, equipment, and for its liability for its participation in providing personnel and equipment to NORTAF pursuant to this Agreement.
SECTION 7: BOARD OF DIRECTORS; OPERATION PLAN

A. Membership on NORTAF Board of Directors. The Chief of Police of each Member shall constitute the Board of Directors of NORTAF. ("Board of Directors").

B. Bylaws. The “Bylaws of the North Regional Major Crime Task Force” attached to this Agreement as Attachment A ("Bylaws") are hereby approved by the Members and shall supersede and replace any bylaws previously approved by the Members or the Board of Directors. The Bylaws may be subsequently amended upon a two-thirds vote of the directors on the Board of Directors present, provided that the proposed amendment and notice of the meeting shall have been sent to the directors on the Board of Directors not less than 15 days prior to the meeting, and that any proposed amendment does not conflict with this Agreement. In an event of a conflict between the Bylaws and this Agreement, this Agreement controls.

C. Operation Plan. The Board of Directors shall establish an operation plan for implementing this Agreement, which shall include, without limitation, the procedures for requesting, rendering and receiving aid ("Operation Plan"). The Operation Plan shall be reviewed, updated and evaluated by the Board of Directors at regular intervals.

SECTION 8: NORTAF TASK FORCES

A. Task Forces. The NORTAF Board of Directors may create subunits to address different types of crimes ("Task Forces"). As of the date of this Agreement, NORTAF consists of the following Task Forces:

1. NORTAF Violent Crimes Task Force;
2. NORTAF Burglary Task Force ("Burglary Task Force"); and
3. NORTAF Major Crash Assistance Team ("MCAT").

(collectively, the "Task Forces."). All Members shall be a member of and participate in all of the Task Forces.

B. Task Force Operations. The Task Forces shall be operated in accordance with the Bylaws and Operation Plan.

C. Participation in Burglary Task Force by Non-Members. Law enforcement agencies that are not members of NORTAF may join the Burglary Task force upon the approval by a two-thirds vote of the NORTAF Board of Directors. Participation by non-members shall be upon the terms and conditions determined by the Board of Directors.

D. Modification of Jurisdiction or Dissolution. The NORTAF Board of Directors may modify the jurisdiction of, or dissolve, any Task Force.
SECTION 9: NORTAF NOT A LEGAL ENTITY

A.  **NORTAF Not a Legal Entity.** The Members acknowledge and agree that they have entered into, and constructed this Agreement, with the purpose, intent, and in a manner to allow intergovernmental cooperation while not creating a legal entity or separate public body. The Members further acknowledge and agree that by entering into this Agreement, the Members are agreeing to provide each other intergovernmental cooperation pursuant to the terms of this Agreement only, and are not authorizing NORTAF or its Board of Directors to take any actions that would confer legal entity or public body status on NORTAF.

B.  **NORTAF Cannot Be Sued.**

   1. The Members acknowledge and agree that NORTAF is not a legal entity that can sue or be sued. In the event that NORTAF is named as a party to a lawsuit, claim, or action, either individually or as a co-defendant to any Member, no Member shall take any action or position that is contrary to this Section 9; rather, all Members hereby agree that unless and until a court of competent jurisdiction rules otherwise, the Members shall not take the position that NORTAF is a legal entity, public body, or can sue or be sued.

   2. In the event NORTAF is named as a party to a lawsuit, claim, or action, either individually or as a co-defendant to any Member, the Requesting Municipality, at its sole cost and expense, shall file a limited appearance on behalf of NORTAF for the sole purpose of seeking a dismissal of the lawsuit, claim, or action on the grounds that NORTAF is not a legal entity and therefore cannot be sued.

C.  **Payment of Costs.** If, and only if, a court or other tribunal of competent jurisdiction determines that NORTAF can be sued as an independent entity related to an incident or matter in which a Requesting Municipality requested aid from Aiding Municipalities pursuant to this IGA:

   1. The Board of Directors shall retain defense counsel to represent NORTAF in such lawsuit, claim or action, and the Requesting Municipality shall be responsible for paying within 30 days upon receipt of notice from NORTAF, all costs of defense, including, without limitation, all legal fees, during the pendency of such lawsuit, claim, or action; and

   2. At the conclusion of any lawsuit, claim, or legal action, all costs of defense, settlements, and judgments against NORTAF shall be divided amongst the Requesting Municipality and Aiding Municipalities that participated in the activities or investigation subject of the lawsuit, claim, or action in equal amounts and paid within 30 days of receipt of notice.

SECTION 10: NEW MEMBERS/WITHDRAWAL/DISSOLUTION

A.  **New Members.** Law enforcement agencies may join NORTAF by: (i) a two-thirds vote of the Board of Directors; and (ii) by executing this Agreement.
B. **Withdrawal.** A Member may withdraw from NORTAF and this Agreement by providing the Board of Directors written notice one year prior to the effective date of such withdrawal. A Member’s obligations set forth in Section 9 of this Agreement related to an incident or investigation that occurred prior to such withdrawal shall survive such withdrawal.

C. **Termination of Membership.** Members who breach the Agreement or fail to abide by the Bylaws may be suspended or expelled from membership by a two-thirds vote of the Board of Directors.

D. **Dissolution of NORTAF.** If at any regular meeting, or at a special meeting called for the purpose of dissolution, two-thirds of the Board of Directors vote in favor of dissolution of NORTAF, NORTAF shall be dissolved and this Agreement terminated within 30 days, provided notice of the meeting shall have been sent to the Members not less than 15 days prior to the meeting. Members’ obligations set forth in Section 9 of this Agreement related to an incident or investigation that occurred prior to such dissolution and termination of this Agreement shall survive such dissolution and termination.

**SECTION 11: GENERAL PROVISIONS**

A. **Amendments.** This Agreement may be amended from time to time by resolution of the corporate authorities of each Member. Any amendment not adopted and approved by all Members shall not be effective. The effective date of any amendment shall be the date as of which all Members have approved the amendment.

B. ** Entire Agreement.** This Agreement constitutes the entire agreement between the Members and supersedes and replaces all prior agreements (including, without limitation, the Original Agreement), negotiations and discussions between the Members relative to the subject matter hereof.

C. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which shall constitute one and the same agreement.

[Signature Pages Follow]
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of _____________, 2020.

CITY OF EVANSTON

______________________________
Stephen H. Hagerty, Mayor

______________________________
Date

ATTEST:

______________________________
City Clerk

______________________________
Date
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of ______________, 2020.

VILLAGE OF GLENCOE

____________________________
Lawrence Levin, Village President

____________________________
Date

ATTEST:

____________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of ______________, 2020.

VILLAGE OF GLENVIEW

________________________________________
James Patterson, Village President

________________________________________
Date

ATTEST:

________________________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of _____________, 2020.

VILLAGE OF KENILWORTH

________________________________________
Ann Potter, Village President

________________________________________
Date

ATTEST:

________________________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of ____________, 2020.

VILLAGE OF LINCOLNWOOD

____________________________
Barry Bass, Village President

____________________________
Date

ATTEST:

____________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of ______________, 2020.

VILLAGE OF MORTON GROVE

____________________________________
Daniel DiMaria, Village President

____________________________________
Date

ATTEST:

____________________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of ____________, 2020.

VILLAGE OF NILES

________________________________________
Andrew Przybylo, Mayor

________________________________________
Date

ATTEST:

________________________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of
______________, 2020.

VILLAGE OF NORTHBROOK

____________________________
Sandra Frum, Village President

________________________________________
Date

ATTEST:

________________________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of ____________, 2020.

VILLAGE OF NORTHFIELD

____________________________
Joan Frazier, Village President

____________________________
Date

ATTEST:

____________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of
______________, 2020.

VILLAGE OF SKOKIE

____________________________
George Van Dusen, Mayor

____________________________
Date

ATTEST:

____________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of ______________, 2020.

VILLAGE OF WILMETTE

________________________________________
Robert Bielinski, Village President

________________________________________
Date

ATTEST:

________________________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of ________________, 2020.

VILLAGE OF WINNETKA

____________________________________
Christopher Rintz, Village President

______________________________
Date

ATTEST:

____________________________________
Village Clerk
AMENDED AND RESTATED INTERGOVERNMENTAL POLICE ASSISTANCE AGREEMENT
(North Regional Major Crimes Task Force)

This AMENDED AND RESTATED INTERGOVERNMENTAL POLICE ASSISTANCE AGREEMENT ("Agreement") is made and entered into as of the 1st day of January, 2020 ("Effective Date") by and among the CITY OF EVANSTON, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF GLENCOE, ILLINOIS, an Illinois municipal corporation, the VILLAGE OF GLENVIEW, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF KENILWORTH, ILLINOIS, an Illinois municipal corporation, the VILLAGE OF LINCOLNWOOD, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF MORTON GROVE, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF NILES, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF NORTHBROOK, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF NORTHFIELD, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF SKOKIE, ILLINOIS, an Illinois home rule municipal corporation, the VILLAGE OF WILMETTE, ILLINOIS, an Illinois home rule municipal corporation, and the VILLAGE OF WINNETKA, ILLINOIS, an Illinois home rule municipal corporation (collectively, the "Members").

RECATALS:

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), and Sections 1-4-6 and 11-1-2.1 of the Illinois Municipal Code (65 ILCS 5/1-4-6 and 5/11-1-2.1), authorize and encourage intergovernmental cooperation among law enforcement agencies to respond to, investigate, and solve crimes; and

WHEREAS, pursuant to Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, the Members entered into that certain Intergovernmental Police Assistance Agreement in 1997 ("Original Agreement") to form the North Regional Major Crimes Task Force ("NORTAF") to allow and govern the cooperation of the Members when a law enforcement incident or investigation necessitates additional resources, equipment, and personnel; and

The undersigned municipality, The Village of Morton Grove, County of Cook, pursuant to Article VII, Section 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5-ILCS 220/1 et seq.), and Section 1-4-6 and 11-1-2.1 of the Illinois Municipal Code (65-ILCA 5/1-4-6 and 5/11-1-2.1), agrees as follows:

SECTION 1: Purpose of Agreement
This WHEREAS, the Original Agreement was made in recognition of the fact that local law enforcement capabilities are enhanced by having access to regionalized facilities, programs and the assistance of other departments. It is and
WHEREAS, the purpose of the Original Agreement and of this Agreement is to provide the means whereby enhanced access to facilities, programs and assistance is provided through the Intergovernmental cooperation of the Participating Municipalities; and

WHEREAS, the Members now desire to amend, restate, and replace the Original Agreement with the terms and provisions of this Agreement; and

NOW, THEREFORE, in consideration of the mutual promises set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Members agree as follows:

SECTION 1: INCORPORATION OF RECITALS

The foregoing recitals are material to this Agreement and are incorporated into this Agreement and as if fully stated herein.

SECTION 2: Definitions

For purposes of this Agreement, the following terms shall be defined as set forth in this section, as follows unless a different meaning is required by context:

A. Participating Municipality. Any one or more municipalities that have duly adopted a resolution authorizing the execution of this Agreement, Bylaws, “Bylaws of the North Regional Major Crime Task Force,” which may be amended from time to time.

B. Agreement. This Intergovernmental Police Assistance Agreement.

C. Police Assistance. Assistance provided by any Participating Municipality Member to any other Participating Municipality Member, which shall include, but not be limited to, the assignment of sworn and/or civilian personnel and the use of equipment for such assistance as back-up on traffic stops, investigations, establishment of regionalized operations or administrative programs, and major crime task forces, all as more fully defined in the Operational Plan developed pursuant to this Agreement, the Bylaws, and the Operation Plan to be established pursuant to Section 7.C of this Agreement.

D. Requesting Municipality. A participating municipality Member that requests police assistance from another Member pursuant to this Agreement.

E. Aiding Municipality. A participating municipality Member that provides police assistance to another Member pursuant to this Agreement.

SECTION 3: Rights of Participating Municipalities

The rights of each participating municipality Member shall be as set forth in this Section and shall be exercised by and through the actions of the Chief of Police of each respective participating municipality or his designee.
A. Any participating municipality Member may request police assistance from any one or more participating municipalities Members when, in the judgment of the Chief of Police of the requesting municipality Requesting Municipality, such assistance is necessary.

B. Any participating municipality Member may render aid to any one or more participating municipalities Members to the extent available personnel and equipment are not required for the adequate protection of the aiding municipality Aiding Municipality. The judgment of the Chief of Police of the aiding municipality, or his/her designee Aiding Municipality as to the amount of personnel and equipment available to the requesting municipality Requesting Municipality, shall be final.

C. The Chief of Police of the requesting municipality Requesting Municipality, or his/her designee, shall be entitled authorized to direct the actions of any those sworn or civilian personnel of any aiding municipality Aiding Municipality that are providing police assistance pursuant to this Agreement.

D. Nothing in this Agreement shall prevent any participating municipality Member from cooperating with any other municipality, regardless of whether it is a participating municipality. Nor Member of NORTAF, nor shall anything in this Agreement prevent any participating municipality Member from acting jointly or in cooperation with any other local, state or federal unit of government or agency thereof, to the fullest extent permitted by law.

SECTION 4: Authority of Sworn Police Personnel AUTHORITY OF SWORN POLICE PERSONNEL

Any sworn police officers of an Aiding Municipality providing police assistance to a requesting municipality Requesting Municipality under this Agreement shall have all of the powers of police officers of any requesting municipality Requesting Municipality, including the power of arrest, and are subject to the direction of the Chief of Police of a requesting municipality the Requesting Municipality.

SECTION 5: Compensation Between Participating Municipalities COMPENSATION BETWEEN MEMBERS

A. Except as hereinafter provided, the assistance provided by any aiding municipality Aiding Municipality under this Agreement shall be rendered without charge to the requesting municipality Requesting Municipality or any other participating municipality Member.

B. An aiding municipality Aiding Municipality may request payment from or indemnification by a requesting municipality where the aiding municipality from a Requesting Municipality when the Aiding Municipality has incurred unusual or burdensome costs in providing assistance to the requesting municipality Requesting Municipality. The payment of such costs shall be at the discretion of the corporate authorities of the requesting municipality Requesting Municipality.

SECTION 6: Responsibilities of Participating Municipalities RESPONSIBILITIES OF MEMBERS
The responsibilities of each participating municipality shall be as set forth in this Section.

A. **Responsibility for employees.** Each participating municipality shall assume the responsibility for the actions of its sworn or civilian personnel acting pursuant to this Agreement, both as to indemnification of sworn or civilian personnel and as to the payment of benefits to such sworn or civilian personnel, all to the same extent as such personnel are protected, insured, indemnified and otherwise provided for when acting within the participating municipalities’ respective corporate limits.

B. **Compensation of Employees.** Each participating municipality shall be responsible for the payment of all benefits to all of its sworn and civilian personnel acting pursuant to this Agreement, including but not limited to the payment of wages, salaries, disability payments, pension benefits, workers’ compensation claims, and claims for damage to or destruction of equipment and clothing, and claims for medical expenses. The Requesting Municipality is not responsible for the compensation or benefits of employees of other Members when those employees are assigned to assist the Requesting Municipality.

C. **Assessment Fees.** Each Member shall pay annual dues adopted by the Board of Directors in accordance with the Bylaws.

D. **Insurance.** Each Member shall procure and maintain, at its sole and exclusive expense, insurance coverage which covers itself, personnel, equipment, and for its liability for its participation in providing personnel and equipment to NORTAF pursuant to this Agreement.

**SECTION 7: Governing Board; Operation Plan**

**BOARD OF DIRECTORS:**

**OPÉRATION PLAN**

A. **Membership on NORTAF Board of Directors.** The Chief of Police of each participating municipality shall constitute a governing board of the participating municipalities.

B. **Bylaws.** The “Bylaws of the North Regional Major Crime Task Force” attached to this Agreement as Attachment A (“Bylaws”) are hereby approved by the Members and shall supersede and replace any bylaws previously approved by the Members or the Board of Directors. The Bylaws may be subsequently amended upon a two-thirds vote of the directors on the Board of Directors present, provided that the proposed amendment and notice of the meeting shall have been sent to the directors on the Board of Directors not less than 15 days prior to the meeting, and that any proposed amendment does not conflict with this Agreement. In an event of a conflict between the Bylaws and this Agreement, this Agreement controls.

C. **By the governing board Operation Plan.** The Board of Directors shall establish an operation plan for implementing this Agreement, including but not limited to which shall include, without limitation, the procedures for requesting, rendering and receiving aid. The operation plan (“Operation Plan”). The Operation Plan shall be reviewed, updated and evaluated by the Board of Directors at regular intervals.
SECTION 8: General Provisions NORTAF TASK FORCES

A. Task Forces. The NORTAF Board of Directors may create subunits to address different types of crimes (“Task Forces”). As of the date of this Agreement, NORTAF consists of the following Task Forces:

1. NORTAF Violent Crimes Task Force;
2. NORTAF Burglary Task Force (“Burglary Task Force”); and
3. NORTAF Major Crash Assistance Team (“MCAT”).

(collectively, the “Task Forces.”) All Members shall be a member of and participate in all of the Task Forces.

B. Task Force Operations. The Task Forces shall be operated in accordance with the Bylaws and Operation Plan.

C. Participation in Burglary Task Force by Non-Members. Law enforcement agencies that are not members of NORTAF may join the Burglary Task force upon the approval by a two-thirds vote of the NORTAF Board of Directors. Participation by non-members shall be upon the terms and conditions determined by the Board of Directors.

D. Modification of Jurisdiction or Dissolution. The NORTAF Board of Directors may modify the jurisdiction of, or dissolve, any Task Force.

SECTION 9: NORTAF NOT A LEGAL ENTITY

A. NORTAF Not a Legal Entity. The Members acknowledge and agree that they have entered into, and constructed this Agreement, with the purpose, intent, and in a manner to allow intergovernmental cooperation while not creating a legal entity or separate public body. The Members further acknowledge and agree that by entering into this Agreement, the Members are agreeing to provide each other intergovernmental cooperation pursuant to the terms of this Agreement only, and are not authorizing NORTAF or its Board of Directors to take any actions that would confer legal entity or public body status on NORTAF.

B. NORTAF Cannot Be Sued.

1. The Members acknowledge and agree that NORTAF is not a legal entity that can sue or be sued. In the event that NORTAF is named as a party to a lawsuit, claim, or action, either individually or as a co-defendant to any Member, no Member shall take any action or position that is contrary to this Section 9; rather, all Members hereby agree that unless and until a court of competent jurisdiction rules otherwise, the Members shall not take the position that NORTAF is a legal entity, public body, or can sue or be sued.
2. In the event NORTAF is named as a party to a lawsuit, claim, or action, either individually or as a co-defendant to any Member, the Requesting Municipality, at its sole cost and expense, shall file a limited appearance on behalf of NORTAF for the sole purpose of seeking a dismissal of the lawsuit, claim, or action on the grounds that NORTAF is not a legal entity and therefore cannot be sued.

C. **Payment of Costs.** If, and only if, a court or other tribunal of competent jurisdiction determines that NORTAF can be sued as an independent entity related to an incident or matter in which a Requesting Municipality requested aid from Aiding Municipalities pursuant to this IGA:

1. The Board of Directors shall retain defense counsel to represent NORTAF in such lawsuit, claim or action, and the Requesting Municipality shall be responsible for paying within 30 days upon receipt of notice from NORTAF, all costs of defense, including, without limitation, all legal fees, during the pendency of such lawsuit, claim, or action; and

2. At the conclusion of any lawsuit, claim, or legal action, all costs of defense, settlements, and judgments against NORTAF shall be divided amongst the Requesting Municipality and Aiding Municipalities that participated in the activities or investigation subject of the lawsuit, claim, or action in equal amounts and paid within 30 days of receipt of notice.

**SECTION 10: NEW MEMBERS/WITHDRAWAL/DISSOLUTION**

A. **This Agreement shall be in full force and effect and legally binding upon each participating municipality at such time as it is signed and certified by that participating municipality—New Members.** Law enforcement agencies may join NORTAF by: (i) a two-thirds vote of the Board of Directors; and (ii) by executing this Agreement.

B. **Withdrawal.** A Member may withdraw from NORTAF and this Agreement by providing the Board of Directors written notice one year prior to the effective date of such withdrawal. A Member’s obligations set forth in Section 9 of this Agreement related to an incident or investigation that occurred prior to such withdrawal shall survive such withdrawal.

C. **Termination of Membership.** Members who breach the Agreement or fail to abide by the Bylaws may be suspended or expelled from membership by a two-thirds vote of the Board of Directors.

D. **Dissolution of NORTAF.** If at any regular meeting, or at a special meeting called for the purpose of dissolution, two-thirds of the Board of Directors vote in favor of dissolution of NORTAF, NORTAF shall be dissolved and this Agreement terminated within 30 days, provided notice of the meeting shall have been sent to the Members not less than 15 days prior to the meeting. Members’ obligations set forth in Section 9 of this Agreement related to an incident or investigation that occurred prior to such dissolution and termination of this Agreement shall survive such dissolution and termination.
SECTION 11: GENERAL PROVISIONS

A. Amendments. This Agreement may be amended from time to time by resolution of the corporate authorities of each participating municipality/Member. Any amendment not adopted and approved by all participating municipalities/Members shall not be effective. The effective date of any amendment shall be the date as of which all participating municipalities/Members have approved the amendment.

B. Entire Agreement. This Agreement constitutes the entire agreement between the Members and supersedes and replaces all prior agreements (including, without limitation, the Original Agreement), negotiations and discussions between the Members relative to the subject matter hereof.

C. This Agreement shall remain in full force and effect and shall bind the participating municipality executing this Agreement until such time as the corporate authorities of said participating municipality adopts a resolution terminating the Agreement. Certified copies of such resolution shall be filed with the clerk of all other participating municipalities within thirty (30) days of its passage. Counterparts. This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which shall constitute one and the same agreement.

[SIGNATURE PAGES FOLLOW]
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of March, 1997, __________, 2020.

Village of Morton Grove

CITY OF EVANSTON

Daniel D. Scanlon, Village President

Stephen H. Hagerty, Mayor

Date

ATTEST:

Wilma Wendt, Village Clerk

Date
IN WITNESS WHEREOF, this Agreement has been duly executed this _____ day of ________, 2020.

VILLAGE OF GLENCOE

Lawrence Levin, Village President

Date

ATTEST:

Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ___ day of
___________, 2020.

VILLAGE OF GLENVIEW

James Patterson, Village President

Date

ATTEST:

Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of __________, 2020.

VILLAGE OF KENILWORTH

____________________________
Ann Potter, Village President

____________________________
Date

ATTEST:

____________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this day of , 2020.

VILLAGE OF LINCOLNWOOD

________________________
Barry Bass, Village President

________________________
Date

ATTEST:

________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this _____ day of
________________, 2020.

VILLAGE OF MORTON GROVE

Daniel DiMaria, Village President

________________________
Date

ATTEST:

________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ___ day of ____________, 2020.

VILLAGE OF NILES

Andrew Przybylo, Mayor

____________________________
Date

ATTEST:

____________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of __________________, 2020.

VILLAGE OF NORTHBROOK

____________________________
Sandra Frum, Village President

____________________________
Date

ATTEST:

____________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ___ day of __________, 2020.

VILLAGE OF NORTHFIELD

Joan Frazier, Village President

Date

ATTEST:

Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ___ day of ___________, 2020.

VILLAGE OF SKOKIE

George Van Dusen, Mayor

____________________________
Date

ATTEST:

____________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ___ day of
___________, 2020.

VILLAGE OF WILMETTE

Robert Bielinski, Village President

________________________________
Date

ATTEST:

________________________________
Village Clerk
IN WITNESS WHEREOF, this Agreement has been duly executed this ____ day of
____________, 2020.

VILLAGE OF WINNETKA

Christopher Rintz, Village President

____________________________
Date

ATTEST:

____________________________
Village Clerk
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ARTICLE I – PURPOSE AND DEFINITIONS

Section 1 Purpose. The purpose of these Bylaws is to establish rules for operation of the North Regional Major Crimes Task Force ("NORTAF"), as required by Section 7.B of the Amended and Restated Intergovernmental Police Assistance Agreement dated January 1, 2020 ("Agreement").

Section 2 Definitions. For purposes of these Bylaws, the following terms shall be defined as follows:

A. “Aiding Municipality” is defined as a Member that provides police assistance pursuant to the Agreement.

B. “Investigators” are defined as investigators designated by a Task Force to conduct an independent investigation of a fatal Officer Involved Shooting ("OIS"), Officer Involved Death ("OID"), or Officer Involved Criminal Sexual Assault.

C. “Law Enforcement Officer”, "Officer", "Law Enforcement Agency", "Officer Involved Death", and "Officer Involved Shooting" are defined in the Police and Community Relations Improvement Act (50 ILCS 727/1-1 et seq.).

D. “Major Crimes” are defined as homicide, non-parental kidnappings, mass casualty incidents or other acts of violence with multiple victims that are beyond the investigative capabilities of a Member.

E. “Members” are defined as the parties to the Agreement.

F. “Officer Involved Criminal Sexual Assault” is defined in the Law Enforcement Criminal Sexual Assault Investigation Act (5 ILCS 815/1 et seq.).

G. “Requesting Municipality” is defined as a Member that requests police assistance pursuant to the Agreement.

H. “Task Forces” are defined, collectively, as the NORTAF Violent Crimes Task Force, NORTAF Burglary Task Force, and NORTAF Major Crash Assistance Team ("MCAT"), as created by Section 8 of the Agreement.

Section 3 Task Forces. The purpose of NORTAF is to provide a “task force” system to provide mutual aid among the Members for the investigation of the following:

A. Major Crimes;
B. Fatal or non-fatal Officer Involved Shootings and Officer Involved Death if the case is not accepted for investigation by the Illinois State Police Public Integrity Task Force (“PITF”). It is expected that in most instances the Requesting Municipality will first contact PITF for assistance, and contact NORTAF if PITF assistance is delayed, denied or unavailable;¹

C. Incidents of Officer Involved Criminal Sexual Assaults that the Requesting Municipality is prohibited by law from investigating.

D. Burglary in which a suspected offender or organization of offenders is reasonably believed to be operating within three or more Member communities;

E. Fatal or serious injury vehicle crashes; and

F. Other types of crimes and incidents approved by the Board of Directors.

**ARTICLE II - AUTHORITY**

NORTAF is chartered by the North Regional Police Assistance Consortium (NORPAC), pursuant to the Agreement.

**ARTICLE III – BOARD OF DIRECTORS**

Section 1. Membership. The Board of Directors set forth in Section 7.A of the Agreement shall consist of the Chiefs of Police of the Members (“Directors”), and shall have the authorities provided by these Bylaws and to take all appropriate actions and to perform all duties to accomplish the purpose of NORTAF.

Section 2. A Director of the Board of Directors may designate an alternate to act in the Director’s absence, including voting, at any meeting of the Board of Directors. Designation shall be made in writing and presented to the presiding officer at any meeting prior to participating in any vote or, written designation may be filed with the Chairman. Designation remains valid until cancelled in writing by the Director.

Section 3. Executive Board. The Board of Directors shall elect an executive board consisting of a Chairman, Vice-Chairman, and Secretary-Treasurer (“Executive Board”). Each member of the Executive Board shall hold office for a term of two years and until a successor has been elected. Should a vacancy occur on the Executive Board, a special meeting of the Board of Directors shall be called to elect a successor for the remainder of the term of office.

¹ The investigation conducted by NORTAF and its applicable Task Force will be limited to the actual OIS/OID case, and not the underlying event (criminal or accidental event) that led up to the OIS/OID. The investigation of the underlying event is the responsibility of the Requesting Municipality.
Section 4  Operation Plan. The Board of Directors shall adopt an operation plan as set forth in Section 7.C of the Agreement (“Operation Plan”), which Operation Plan shall include, but not be limited to, the procedures for requesting, rendering and receiving aid. The Operation Plan shall be reviewed, updated and evaluated by the Board of Directors at regular intervals.

ARTICLE IV - TASK FORCE/ STAFF

Section 1. Task Force Leadership. The command staff of each of the Task Forces will consist of a Task Force Commander and an Operations Supervisor, each of whom shall be appointed by the Board of Directors.

Section 2. Staffing and Personnel. The operations staff of a Task Force shall consist of those police personnel assigned to the Task Force as Investigators, forensic specialists, analysts, and other such classifications as may be established by the Board of Directors. Members of the operations staff of each Task Force shall be appointed by the Task Force Commander, with approval of the Executive Board.

Section 3. Task Force Vacancies. When a vacancy exists on a Task Force, it shall be the responsibility of the Task Force Commander to establish a selection committee of Task Force personnel to screen applicants for the position, and recommend candidates to the Executive Committee. Selection of new personnel will be done in an expeditious manner with the names of prospective new members forwarded to the Executive Committee as soon as possible.

Section 4. Functions. The functions of the task force staff shall be established through job descriptions approved by the Board of Directors.

Section 5. Investigators.

A.  The lead Investigator for an OID or use of OIS shall, at a minimum, be certified by the Illinois Law Enforcement Training and Standards Board (“ILETSB”) as a Lead Homicide Investigator, or similar training approved by the ILETSB or the Department of State Police, or similar training provided at an ILETSB certified school, as required by 50 ILCS 727/1-10(b).

B.  The lead Investigator for an Officer Involved Criminal Sexual Assault incident shall have completed a specialized sexual assault and sexual abuse investigation training program approved by the ILETSB or similar training program approved by the Department of State Police.

C.  For investigations of officer-involved deaths that included a motor vehicle accident, at least one Investigator shall be certified by the ILETSB as a Traffic Crash Reconstruction Specialist, or received similar training approved by the ILETSB or the Department of State Police, or similar training provided at an ILETSB certified school.
Further, for such investigations, a Traffic Crash Reconstruction Specialist shall be requested from the NORTAF Major Crash Assistance Team.

D. No Investigator employed by a Requesting Municipality may be assigned by a Task Force to investigate an OID, OIS, or Officer Involved Criminal Sexual Assault incident that involves the Requesting Municipality or any officer or employee thereof.

Section 6. Removal of Task Force Officer.

A. In the event an officer on a Task Force is no longer employed by a Member, or a Member removes an officer assigned to a Task Force for routine administrative reasons, such as a request for reassignment from the officer, promotion, or retirement, the Member shall (when practical) provide 30 days advance notice to the Executive Committee. Upon removal of an officer assigned to a Task Force, the Member will submit the names of qualified candidates to the Task Force Commander for screening and consideration for assignment to the Task Force.

B. An officer assigned to a Task Force may be removed without 30 days’ notice by a Member or the Executive Committee for misconduct-related reasons or other exigent circumstances, and the Member is expected to provide a replacement within a reasonable period of time. Immediately upon becoming aware of said issue, the Member’s Police Chief or their representative shall inform the Executive Committee of any disciplinary issue involving an officer assigned Task Force that may interfere with the officer’s ability to fulfill his or her duties on the Task Force.

ARTICLE V - ACTIVATION

Section 1. Activation Request. A Task Force shall be activated upon request of the Chief of Police of a Requesting Municipality, or his authorized representative, if the request is received within eight (8) hours of the crime being discovered, and the crime scene is still under the control of the Requesting Municipality. Such request shall be made to the applicable Task Force Commander or, in his or her absence, the applicable Operations Supervisor or such other person designated by the Chairman.

Section 2. Refusal to Activate Task Force. In the event any of the Task Force Commanders determine that activation of the Task Force is not appropriate, the Chief of Police of a Requesting Municipality, or his authorized representative, may appeal that decision to the Chairman, who shall notify the Executive Committee. A majority of the Executive Committee may overrule the decision of the Task Force Commander. The Executive Committee may vote on this appeal by telephone, other electronic means, or at a special meeting. In the event that a majority of the Executive Committee is unavailable to determine the appeal or the Executive Committee denies such an appeal, review by the Board of Directors may be requested by the Chief of Police of the Requesting Municipality, or his authorized representative, through the Chairman. A majority of the Directors of the Board of Directors may overrule the decision of the Task Force Commander or the Executive Committee, respectively. The Directors of the Board of Directors may vote on
this appeal by telephone, other electronic means, or at a special meeting.


A. The Violent Crimes Task Force Commander may activate the Violent Crimes Task Force if one or more victims of an attempted murder/aggravated battery is likely to die because of his/her injuries, or if the circumstances of a missing person case are such that it is likely that the person was kidnapped by someone other than a parent. If no victim in an attempted murder/aggravated battery has died, or if no evidence has been found within 24 hours of the activation which substantiates a non-parental kidnapping, approval of the Executive Committee is required to continue the Violent Crimes Task Force investigation.

B. The Violent Crimes Task Force will be activated for a five working day period. The Requesting Municipality’s Chief of Police, or authorized representative, may request an extension of an additional five days. This request will be referred to the Chairman for approval. If the Requesting Municipality wishes to utilize the Violent Crimes Task Force for a period of more than ten (10) days, such request will be referred to the Executive Committee for approval. Extended activations over 20 work days must be approved by the Board of Directors.

Section 4. Command of Investigation. The Chief of Police of the Requesting Municipality, or authorized designee, shall have overall command of any Task Force investigation initiated by the Requesting Municipality.

ARTICLE VI - MEETINGS

Section 1. Meetings of Board of Directors. Regular meetings of the Board of Directors shall be held at least quarterly at a time and place determined by the Executive Committee. Special meetings may be called by the Chairman, a majority of the Executive Committee, or by one-third of the Directors.

Section 2. Meetings of Board of Directors. The Executive Committee shall meet when called by the Chairman or a majority of the Executive Committee members.

Section 3. Quorum. A majority of the Directors shall constitute a quorum for meetings of the Board of Directors or Executive Committee.

Section 4. Rules of Procedure. The current edition of Robert’s Rules of Order shall govern meetings in all cases in which they are applicable and not inconsistent with these Bylaws.
ARTICLE VII - DUTIES OF OFFICERS

Section 1. Chairman. The Chairman shall preside at all meetings of the Board of Directors and Executive Committee, and appoint members of all committees (except the Executive Committee).

Section 2. Vice-Chairman. The Vice-Chairman shall serve as an assistant to the Chairman and shall perform the duties of the Chairman in the absence or inability of the Chairman to serve.

Section 3. Secretary-Treasurer. The Secretary-Treasurer shall keep an accurate record of the proceedings of all meetings, carry on official correspondence of the Task Forces as directed by the Board of Directors, provide to each Director of the Board of Directors the official minutes of all meetings, and maintain all official Task Force records. The Secretary-Treasurer shall receive all monies of the Task Force, be custodian of all funds, and deposit all Task Force funds in a financial institution approved by the Board of Directors. The Secretary-Treasurer shall give financial reports as required by the Board of Directors, sign and issue checks, and perform such other duties as usually pertain to the office.

ARTICLE VIII - COMMITTEES

Section 1. Creation. The Chairman or Board of Directors may create committees as are deemed necessary to accomplish the purpose of the Task Forces.

ARTICLE IX - DUES AND ASSESSMENTS

Section 1. Dues. The annual dues, if any, shall be prescribed by the Board of Directors, and shall be payable to the Secretary-Treasurer when required by the Board of Directors. All annual dues and assessments approved by the Board of Directors shall be binding upon all Members and payment shall be a condition of membership.

Section 2. Failure to Pay. Any Member who fails to tender the annual dues or assessments shall be suspended from membership, subject to reinstatement upon payment of all delinquencies.

ARTICLE X - COMPENSATION

Section 1. No Compensation. Directors and members of the Executive Board shall serve without compensation.

Section 2. Officer Compensation. Regular salary and overtime costs of Task Force officers shall be paid by the officers' agency. Unusual or burdensome costs, such as extraordinary travel or other expenses, shall be paid by the Requesting Municipality subject to its prior approval.
Section 3. Other Compensation. The Board of Directors may approve compensation, as needed, for all other professional services required by the Task Forces.

ARTICLE XI - DISBURSEMENTS

All disbursements of funds must be reviewed by the Task Force Commander and approved by the Secretary-Treasurer and reported to the Board of Directors. The Secretary-Treasurer shall handle all requests for disbursement in accordance with the purchasing procedures as approved by the Board of Directors.

ARTICLE XII - PROPERTY

Section 1. Property. Equipment, property, supplies, and furnishing needed to fulfill the purpose of the Task Forces may be provided by the Members. Any item provided by a Member shall be, and remain, the property of that Member.

Section 2. NORTAF Property. The equipment, property, and supplies purchased by NORTAF through assessments, or otherwise acquired in its name, shall remain the property of NORTAF. Any equipment, property and supplies titled to NORTAF at the time of the adoption of these Bylaws, shall remain titled to NORTAF. The Task Force Commanders shall maintain a list concerning the description, location and ownership of all property titled to NORTAF.

ARTICLE XIII – AMENDMENTS & REVISIONS

These Bylaws may be amended at any meeting of the Board of Directors by a two-thirds vote of those Members present, provided the amendment and notice of the meeting shall have been sent to the Members not less than 15 days prior to the meeting. The Amended Bylaws will be maintained in a file by the Secretary-Treasurer as part of the records of NORTAF, and copies will be provided to all Members at a regular meeting, which will be documented in the minutes of said meeting. Any revisions will be distributed to the Directors at least yearly, at the first meeting of the year.

ARTICLE XIV - EFFECTIVE DATE

These Bylaws shall be in full force and effect from and after their passage and approval.
ARTICLE I – NAME, PURPOSE AND DEFINITIONS AND PURPOSE

Section 1 This organization shall be known as NORTAF. The purpose of these Bylaws is to establish rules for operation of the North Regional Major Crimes Task Force ("NORTAF"), and will consist of three (3) sub-units known as:

- NORTAF Homicide Task Force
- NORTAF Burglary Task Force
- NORTAF Major Crash Assistance Team (MCAT)

Section 2 Definitions. For purposes of these Bylaws, the following terms shall be defined as follows:

A. Law Enforcement Officer", "Officer", "Law Enforcement Agency", "Officer Involved Death", and "Officer Involved Shooting" are all defined in the Police and Community Relations Improvement Act (50 ILCS 727 et seq.).

B. Officer Involved Criminal Sexual Assault is defined in the Law Enforcement Criminal Sexual Assault Investigation Act (5 ILCS 815). "Aiding Municipality" is defined as a Member that provides police assistance pursuant to the Agreement.

C. "Investigators" are defined as investigators designated by the Task Force to conduct an independent investigation of fatal Officer Involved Shootings ("OIS"), Officer Involved Deaths ("OID"), or Officer Involved Criminal Sexual Assaults. Members may not be employed by the requesting law enforcement agency involved in the incident.

Section 3 The purpose of NORTAF is to provide a "task force" system of mutual aid among members for the investigation of major crimes and certain high-profile events.

C. "Law Enforcement Officer", "Officer", "Law Enforcement Agency", "Officer Involved Death", and "Officer Involved Shooting" are defined in the Police and Community Relations Improvement Act (50 ILCS 727/1 et seq.).

D. "Major Crimes" are defined as homicide, non-parental kidnappings, mass casualty incidents or other acts of violence with multiple victims that are beyond the investigative capabilities of a Member.
NORTAF BYLAWS AMENDMENT

E. “Members” are defined as the parties to the Agreement.

F. “Officer Involved Criminal Sexual Assault” is defined in the Law Enforcement Criminal Sexual Assault Investigation Act (5 ILCS 815/1 et seq.).

G. “Requesting Municipality” is defined as a Member that requests police assistance pursuant to the Agreement.

H. “Task Forces” are defined, collectively, as the NORTAF Violent Crimes Task Force, NORTAF Burglary Task Force, and NORTAF Major Crash Assistance Team (“MCAT”), as created by Section 8 of the Agreement.

Section 3 Task Forces. The purpose of NORTAF is to provide a “task force” system to provide mutual aid among the Members for the investigation of the following:

A. Major Crimes:

B. Fatal or non-fatal Officer Involved Shootings (OIS) and other instances of the death of persons in contact with a member agency known as an Officer Involved Death (OID) that the member agency is prohibited by law from investigating, if the case is not accepted for investigation by the Illinois State Police Public Integrity Task Force (“PITF”). It is expected that in most instances the member agency Requesting Municipality will first contact PITF for assistance, and contact NORTAF if PITF assistance is delayed, denied or unavailable.¹

Note that the investigation conducted by NORTAF will be limited to the actual OIS/OID case, not the underlying event (criminal, accidental or otherwise) that led up to the OIS/OID. That investigation will be the responsibility of the member agency.

Should the PITF accept the case but there will be a significant delay in their response, in coordination with PITF the member agency may request a NORTAF Forensic Team to begin necessary evidence work.

C. Incidents of Officer Involved Criminal Sexual Assault that the member agency Requesting Municipality is prohibited by law from investigating.

D. Burglary, in which a suspected offender or organization of offenders is reasonably believed to be striking operating within three or more member communities;

E. Fatal or serious injury vehicle crashes; and

¹ The investigation conducted by NORTAF and its applicable Task Force will be limited to the actual OIS/OID case, and not the underlying event (criminal or accidental event) that led up to the OIS/OID. The investigation of the underlying event is the responsibility of the Requesting Municipality.
NORTAF BYLAWS AMENDMENT

F. Otherwise as Other types of crimes and incidents approved by the Board of Directors.

ARTICLE II - AUTHORITY

NORTAF is chartered by the North Regional Police Assistance Consortium (NORPAC), pursuant to the Intergovernmental Police Assistance Agreement adopted by the member municipalities.

ARTICLE III - MEMBERSHIP - BOARD OF DIRECTORS

Section 1—The original founding members of NORTAF at its creation were Evanston, Glencoe, Glenview, Kenilworth, Lincolnwood, Morton Grove, Niles, Northbrook, Northfield, Skokie, Wheeling (withdrew from NORTAF in 2016), Wilmette and Winnetka. These communities are considered voting members of the organization.

1. Membership. The Board of Directors set forth in Section 7.A of the Agreement shall consist of the Chiefs of Police of the Members (“Directors”), and shall have the authorities provided by these Bylaws and to take all appropriate actions and to perform all duties to accomplish the purpose of NORTAF.

Voting members are those that pay a yearly assessment fee, and assign members to all three sub task forces in the NORTAF organization. They may vote on business matters of the organization including but not limited to new members, regular business at meetings, etc.

Other communities that meet some but not all of the above criteria may be members, but cannot vote on NORTAF business. Voting members will be designated as such in the official minutes of the meeting at which they are accepted into the organization.

A. The regular voting members of NORTAF after adoption by resolution of these revised 2019 Bylaws are: Evanston, Glencoe, Glenview, Kenilworth, Lincolnwood, Morton Grove, Niles, Northbrook, Northfield, Skokie, Wilmette, and Winnetka.

B. Non-voting members of the NORTAF Burglary Task Force after adoption by resolution of these revised 2019 Bylaws are: Park Ridge, Highland Park, Vernon Hills, Lincolnshire, Gurnee.

Section 2—Other municipalities may become members of NORTAF upon adoption of the Intergovernmental Police Assistance Agreement (“Agreement”) by the corporate authorities of the municipality, and approval by a two-thirds vote of the NORTAF Board of Directors.

Section 3—Members who fail to meet their obligations in accordance with the
NORTAF BYLAWS AMENDMENT

“Agreement” or with these By-laws may be suspended or expelled from membership by a two-thirds vote of the Board of Directors.

Section 4 Members desiring to withdraw from membership in NORTAF will provide one (1) year’s notice in writing to the Executive Board.

ARTICLE IV—BOARD OF DIRECTORS

Section 1 The Board of Directors shall consist of the Chiefs of Police of the Participating Municipalities, and shall be the governing body of NORTAF, with authority to take all appropriate actions and to perform all duties to accomplish the purpose of NORTAF.

Section 2 The Board of Directors shall establish By-laws and approve policies and procedures to provide a task force system of mutual aid among members as described in Article I.

Section 3 The Executive Committee of the Board of Directors shall consist of the Chairman, Vice-Chairman and Secretary-Treasurer, elected by the Directors, and who shall hold office for a term of two years and until a successor has been elected. Should a vacancy occur, a special meeting of the Board of Directors shall be called to elect a successor for the remainder of the term of office. Section 4 A Director of the Board of Directors may designate an alternate to act in the Director’s absence, including voting, at any meeting of the Board of Directors. Designation shall be made in writing and presented to the presiding officer at any meeting prior to participating in any vote or, written designation may be filed with the Chairman. Designation remains valid until cancelled in writing by the Director.

Section 3 Executive Board. The Board of Directors shall elect an executive board consisting of a Chairman, Vice-Chairman, and Secretary-Treasurer (“Executive Board”). Each member of the Executive Board shall hold office for a term of two years and until a successor has been elected. Should a vacancy occur on the Executive Board, a special meeting of the Board of Directors shall be called to elect a successor for the remainder of the term of office.

Section 4 Operation Plan. The Board of Directors shall adopt an operation plan as set forth in Section 7.C of the Agreement (“Operation Plan”), which Operation Plan shall include, but not be limited to, the procedures for requesting, rendering and receiving aid. The Operation Plan shall be reviewed, updated and evaluated by the Board of Directors at regular intervals.

ARTICLE VII—TASK FORCE/STAFF

Section 41 Task Force Leadership. The command staff of each of the various task forces in the NORTAF organization Task Forces will consist of a Task Force
Commander and an Operations Supervisor, each of whom shall be appointed by the Board of Directors.

Section 22. Staffing Allocation—As determined by the voting members. The operations staff of the Task Force shall consist of those police personnel assigned to the Task Force as investigators, forensic specialists, analysts, and other such classifications as may be established by the Board of Directors. Members of the operations staff of each Task Force shall be appointed by the Task Force Commander, with approval of the Executive Committee.

Section 43. Task Force Vacancies. When a vacancy exists on a Task Force, it shall be the responsibility of the Task Force Commander to establish a selection committee of personnel to screen applicants for the position, and recommend candidates to the Executive Committee. Selection of new personnel will be done in an expeditious manner with the names of prospective new members forwarded to the Executive Committee as soon as possible.

Section 54. Functions. The functions of the task force staff shall be established through job descriptions approved by the Board of Directors.

Section 65. Investigators.

A. The lead investigator for an officer-involved death or use of deadly force incident shall, at a minimum, be certified by the Illinois Law Enforcement Training and Standards Board ("ILETSB") as a Lead Homicide Investigator, or similar training approved by the ILETSB or the Department of State Police, or similar training provided at an ILETSB certified school, as required by 50 ILCS 727/1-10(b).

B. The lead investigator for an officer-involved criminal sexual assault incident shall have completed a specialized sexual assault and sexual abuse investigation training program approved by the ILETSB or similar training program approved by the Department of State Police.

C. If the investigation involves deaths that included a motor vehicle accident, at least one investigator shall be certified by the ILETSB as a Traffic Crash Reconstruction Specialist, or received similar training approved by the ILETSB or the Department of State Police, or similar training provided at an ILETSB certified school. Further, for such investigations, a Traffic Crash Reconstruction Specialist shall be requested from the NORTAF Major Crash Assistance Team.

D. No Investigator employed by a Requesting Municipality may be assigned by a Task Force to investigate an OID, OIS, or Officer Involved Criminal Sexual Assault incident that involves the Requesting Municipality or any officer or employee thereof.
NORTAF BYLAWS AMENDMENT

Section 7 — Member agencies removing an officer

A. In the event an officer on a Task Force is no longer employed by a Member, or a Member removes an officer assigned to a Task Force for routine administrative reasons, such as a request for reassignment from the officer, promotion, or retirement, the Member shall (when practical) provide 30 days advance notice to the Executive Committee. Upon removal of an officer assigned to a Task Force, the member agency will submit the names of qualified candidates to the task force commander for screening and consideration for assignment to the Task Force.

Section 8B. An officer assigned to a Task Force may be removed without 30 days’ notice by the member agency for misconduct-related reasons or other exigent circumstances, and the member agency is expected to provide a replacement within a reasonable period of time.

Section 9 — Immediately upon becoming aware of said issue, the chief of police or their representative shall inform the Executive Committee of any disciplinary issue involving an officer assigned to a Task Force that may interfere with the officer’s ability to fulfill their duties on the Task Force.

ARTICLE VI - ACTIVATION

Section 1 — Note that, by law in certain cases of a fatal Officer Involved Shooting (OIS), Officer Involved Death (OID), and Officer Involved Sexual Assault, no member of the involved agency can be involved in the investigation of the incident.

Section 2 — A Task Force shall be activated upon request of the Chief of Police of a Requesting Municipality, or his authorized representative, if the request is received within eight (8) hours of the crime being discovered, and the crime scene is still under the control of the requesting agency. Such request shall be made to the applicable Task Force Commander or, in his or her absence, the applicable Operations Supervisor or such other person as designated by the Chairman.

Section 3-2. Refusal to Activate Task Force. In the event any of the Task Force Commanders determine that activation of the Task Force is not appropriate, the Chief of Police of a Requesting Municipality, or his authorized representative, may appeal that decision to the Chairman, who shall notify the Executive Committee. A majority of the Executive Committee may overrule the decision of the Task Force Commander. The Executive Committee may vote on this appeal by telephone, other electronic means, or at a special meeting. In the event that a majority of the Executive Committee is unavailable to determine the appeal or the Executive Committee denies such an appeal, review by the Board of Directors may be requested by the Chief of Police of the Requesting Municipality, or his authorized representative, through the Chairman. A majority of the Directors of the Board of Directors may overrule the decision of the Task Force Commander or the Executive Committee, respectively. The Directors of the Board of Directors may overrule the decision of the Task Force Commander or the Executive Committee, respectively.
NORTAF BYLAWS AMENDMENT

Directors may vote on this appeal by telephone, other electronic means, or at a special meeting.

Section 43. Violent Crimes Task Force Activation.

A. The Homicide Violent Crimes Task Force Commander may activate the Violent Crimes Task Force if one or more victims of an attempted murder/aggravated battery is likely to die because of his/her injuries, or if the circumstances of a missing person case are such that it is likely that the person was kidnapped by someone other than a parent. If no victim in an attempted murder/aggravated battery has died, or if no evidence has been found within 24 hours of the activation which substantiates a non-parental kidnapping, approval of the Executive Committee is required to continue the Violent Crimes Task Force investigation.

Section 5. Violent Crimes Task Force Activation.

B. The Homicide Violent Crimes Task Force will be activated for a five working day period. The requesting agency Requesting Municipality’s Chief of Police, or authorized representative, may request an extension of an additional five days. This request will be referred to the Chairman for approval. If the requesting agency Requesting Municipality wishes to utilize the Violent Crimes Task Force for a period of more than ten (10) days, such request will be referred to the Executive Committee for approval. Extended activations over 20 work days must be approved by the Board of Directors.

Section 6. Command of Investigation.

The Chief of Police of the requesting agency Requesting Municipality, or authorized designee, shall have overall command of any Task Force investigation initiated by the Requesting Municipality.

ARTICLE VII - MEETINGS

Section 1. Meetings of Board of Directors. Regular meetings of the Board of Directors shall be held at least quarterly at a time and place determined by the Executive Committee. Special meetings may be called by the Chairman, a majority of the Executive Committee, or by one-third of the Directors.

Section 2. Meetings of Board of Directors. The Executive Committee shall meet when called by the Chairman or a majority of the Executive Committee members.

Section 3. Quorum. A majority of the members Directors shall constitute a quorum for meetings of the Board of Directors or Executive Committee.

Section 4. Rules of Procedure. The current edition of Robert’s Rules of Order shall govern meetings in all cases in which they are applicable and not inconsistent with these By-laws Bylaws.
NORTAF BYLAWS AMENDMENT

ARTICLE VIII - DUTIES OF OFFICERS

Section 1-1. Chairman. The Chairman shall preside at all meetings of the Board of Directors and Executive Committee, and appoint members of all committees (except the Executive Committee).

Section 2-2. Vice-Chairman. The Vice-Chairman shall serve as an assistant to the Chairman and shall perform the duties of the Chairman in the absence or inability of the Chairman to serve.

Section 3-3. Secretary-Treasurer. The Secretary-Treasurer shall keep an accurate record of the proceedings of all meetings, carry on official correspondence of the Task Force as directed by the Board of Directors, provide to each Director of the Board of Directors the official minutes of all meetings, and maintain all official Task Force records. The Secretary-Treasurer shall receive all monies of the Task Force, be custodian of all funds, and deposit all Task Force funds in a financial institution approved by the Board of Directors. The Secretary-Treasurer shall give financial reports as required by the Board of Directors, sign and issue checks, and perform such other duties as usually pertain to the office.

ARTICLE IX - COMMITTEES

Section 1. Creation. The Chairman or Board of Directors may create committees as are deemed necessary to accomplish the purpose of the Task Force.

ARTICLE X - DUES AND ASSESSMENTS

Section 1-1. Dues. The annual dues, if any, shall be prescribed by the Board of Directors, and shall be payable to the Secretary-Treasurer when required by the Board of Directors. All annual dues and assessments approved by the Board of Directors shall be binding upon all members, and payment shall be a condition of membership.

Section 2-2. Failure to Pay. Any member who fails to tender the annual dues or assessments shall be suspended from membership, subject to reinstatement upon payment of all delinquencies.

ARTICLE XI - COMPENSATION

Section 1. Officers. No Compensation. Directors and members of the Executive Board of Directors shall serve without compensation.

Section 2. Officer Compensation. Regular salary and overtime costs of Task Force officers shall be paid by the officers’ agency. Unusual or burdensome costs, such as extraordinary travel or other expenses, shall be paid by the requesting agency.
ARTICLE XI - DISBURSEMENTS

All disbursements of funds must be reviewed by the Task Force Commander and approved by the Secretary-Treasurer and reported to the Board of Directors. The Secretary-Treasurer shall handle all requests for disbursement in accordance with the purchasing procedures as approved by the Board of Directors.

ARTICLE XII - PROPERTY

Section 1-1. Property. Equipment, property, supplies, and furnishing needed to fulfill the purpose of the Task Force may be provided by the organization. Any item provided by a member shall be, and remain, the property of that member.

Section 2. NORTAF Property. The equipment, property, and supplies purchased by NORTAF through assessments, or otherwise acquired in its name, shall remain the property of NORTAF. Any equipment, property and supplies titled to NORTAF at the time of the adoption of these Bylaws, shall remain titled to NORTAF. The Task Force Commanders shall maintain a list concerning the description, location and ownership of all property titled to NORTAF.

ARTICLE XIII - AMENDMENTS & REVISIONS

These Bylaws may be amended at any meeting of the Board of Directors by a two-thirds vote of those Directors present, provided the amendment and notice of the meeting shall have been sent to the Directors not less than 15 days prior to the meeting. Amendments to these Bylaws will be incorporated into a revised document, which will be clearly marked on the cover page as to the date of the revision.

Revised paragraphs and sections in the document will also be clearly marked as to the date of the revision. The revised document will be maintained in a file by the Secretary-Treasurer as part of the records of the organization, and copies will be provided to all members at a regular meeting, which will be documented in the minutes of said meeting. Any revisions will be distributed to the membership at least yearly, at the first meeting of the year.

ARTICLE XV—LEGAL DEFENSE AND INDEMNIFICATION OF NORTAF, INSURANCE REQUIREMENTS
NORTAF BYLAWS AMENDMENT

Section 1 - Defense
In the event that NORTAF is named as a party to a lawsuit, claim or action as a separate party, either individually or in addition to other Participating Agencies, the Requesting Agency shall be responsible for securing defense counsel to represent NORTAF in such lawsuit, claim or action, and shall solely be responsible for the payment of all costs of defense during the pendency of such lawsuit, claim or action.

At the conclusion of the lawsuit, claim, or action, the Requesting Agency may request reimbursement for the costs of defense of NORTAF from every Participating Agency which contributes to a settlement or is found liable either individually or as principal for its agents after judgment. No Participating Agency is to contribute more for the cost of defense of NORTAF than their pro rata share of any settlement or judgment to which they have contributed.

In the event the lawsuit, claim or action ends without settlement or judgment against any Participating Agency, the Requesting Agency, along with all Participating Agencies which are still parties to such lawsuit, claim or action 60 days before the date the lawsuit, claim or action is officially dismissed, will share the final cost of defense for NORTAF in equal amounts.

Section 2 - Indemnification
To the extent permitted by law, the indemnification of NORTAF from and against any liability, damage, costs, including plaintiff's attorney's fees, assessed against NORTAF or made part of a settlement shall be shared by all Participating Agencies which have been found liable either individually or as principal for its agents at the conclusion of any lawsuit, claim or action, or are a party to a settlement agreement during the duration of the lawsuit, claim, or action, in the same percentage as such Participating Agency pays toward the total amount of settlement or judgment against the Participating Agency or its agents.

In the event a Participating Agency settles a lawsuit, claim or action prior to a liability finding against NORTAF, the settling Participating Agency will not be responsible for the indemnification of NORTAF.

Section 3 - Insurance Requirements
Each participating agency under the terms of this Agreement shall procure and maintain, at its sole and exclusive expense, insurance coverage which covers itself, its personnel and equipment and liability for its participation in providing personnel and equipment to NORTAF pursuant to this Agreement.

In addition, each Participating Agency should contact their own risk manager to determine whether the Agency has coverage in the event that such agency must pay defense costs or indemnification on behalf of NORTAF for any litigation, claim, or action as set forth in Sections 1 and 2 above.

ARTICLE XVI - DISSOLUTION

If at any regular meeting, or at a special meeting called for the purpose of dissolution, two-thirds of the Directors vote in favor of dissolution, the Task Force shall be dissolved within 30 days, provided notice of the meeting shall have been sent to the Directors not less than 15 days prior to the meeting.
NORTAF BYLAWS AMENDMENT

ARTICLE XVII—EFFECTIVE DATE

These By-laws shall be in full force and effect from and after their passage and approval.
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VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET

Meeting Date: February 18, 2020

Subject: Cannabis Possession

Submitted By: Melissa DeFeo, Administrative Services Director

Department: Administration

Details:

In response to the States legalization of recreational cannabis, effective January 1, 2020, the Village needs to update various sections of the Village Code. The Code amendments add a definition of “cannabis paraphernalia”; prohibit the use of cannabis in public places; and adds language prohibiting the use or sale of cannabis except as otherwise allowed under the Compassionate Use of Medical Cannabis Program Act or the Cannabis Regulation and Tax Act.

These Code sections are frequently used by the Police Department for drug enforcement and do not in any way change the Board’s previous adoption of an Ordinance prohibiting adult-use cannabis business establishments in town.

A clean and redlined version of the draft ordinance is attached.

Executive Action:

A motion to approve an Ordinance, amending certain sections of the Village Code, to regulate the use of cannabis and drug related paraphernalia.
ORDINANCE NO. __________

AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE NORTHFIELD VILLAGE CODE RELATIVE TO THE POSSESSION AND USE OF CANNABIS AND THE POSSESSION OR SALE OF DRUG PARAPHERNALIA WITHIN THE VILLAGE

WHEREAS, the Village of Northfield (the “Village”) is a home rule municipality, having all of the powers and authority granted to such municipalities pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations pertaining to its government and affairs and that protect the public health, safety and welfare of its citizens; and

WHEREAS, Public Act 101-0027, known as the Cannabis Regulation and Tax Act (the “Act,” now codified as 410 ILCS 705/1-1, et seq.), which became effective on June 25, 2019, and as amended by Public Act 101-593, which became effective on December 4, 2019, authorized, among other things, the possession, use, cultivation, transportation and dispensing of adult-use cannabis in Illinois effective January 1, 2020; and

WHEREAS, the Act necessitates certain changes to the Village’s existing Code provisions regarding possession of cannabis and drug paraphernalia; and

WHEREAS, the Village Board of Trustees finds the Code amendments set forth below to be in the best interests of the Village, its residents and businesses.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Northfield, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: Each whereas paragraph set forth above is incorporated by reference into this Section 1.

SECTION 2: Section 11-123.4 (Grounds for Denial of License) of Article II (Specific Areas of Regulation), Chapter 11 (Businesses, Trades and Occupations), Division XIV (Massage Establishments), of the Northfield Village Code is amended to read in its entirety as follows:

Sec. 11-123.4: GROUNDS FOR DENIAL OF LICENSE.

A massage establishment license may be denied if the applicant or any person employed by, or working in, the massage establishment has been convicted of committing or attempting to commit any of the following offenses:
(1) An offense involving sexual misconduct with children;
(2) An offense enumerated in any provision of article 11, entitled "Sex Offenses", of the Criminal Code, 720 Illinois Compiled Statutes 5/11-1 et seq.;
(3) A violation of the Controlled Substances Act;
(4) A violation of the Cannabis Control Act not eligible for expungement under the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.);
(5) A violation of any law of the State of Illinois regarding the sale of an illegal substance;
(6) An offense in any other state, or a Federal offense, the elements of which are similar and bear a substantial relationship to any offenses enumerated in this section. (Ord. 11-1479, 2-15-2011)

SECTION 3: Section 15-24 (Definitions) of Article IV (Possession of Cannabis and Drug Paraphernalia), Chapter 15 (Offenses; Miscellaneous) of the Northfield Village Code is amended to add a definition of cannabis paraphernalia and to revise the existing definition of “Drug Paraphernalia” as follows:

CANNABIS PARAPHERNALIA. All equipment, products, or materials intended to be used for planting, propagating, cultivating, growing, harvesting, manufacturing, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, ingesting, or otherwise introducing cannabis into the human body.

DRUG PARAPHERNALIA. All equipment, products and materials of any kind, other than methamphetamine manufacturing materials as defined in Section 10 of the Methamphetamine Control and Community Protection Act (720 ILCS 646/10) and cannabis paraphernalia as defined in Section 1-10 of the Cannabis Regulation and Tax Act (410 ILCS 705/1-10), which are intended to be used unlawfully in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation of the Illinois Controlled Substances Act (720 ILCS 570/100 et seq.) or the Methamphetamine Control and Community Protection Act (720 ILCS 646/1 et seq.) or a synthetic drug product or misbranded drug in violation of the Illinois Food, Drug and Cosmetic Act (410 ILCS 620/1 et seq.). It includes, but is not limited to:

(1) kits intended to be used unlawfully in manufacturing, compounding, converting, producing, processing or preparing a controlled substance;
(2) isomerization devices intended to be used unlawfully in increasing the potency of any species of plant which is a controlled substance;
(3) testing equipment intended to be used unlawfully in a private home for identifying or in analyzing the strength, effectiveness or purity of controlled substances;
(4) diluents and adulterants intended to be used unlawfully for cutting a controlled substance by private persons;
(5) objects intended to be used unlawfully in ingesting, inhaling or otherwise introducing a synthetic drug product or misbranded drug in violation of the Illinois Food, Drug and Cosmetic Act (410 ILCS 620/1 et seq.) into the human body, including, where applicable, the following items:
   (a) water pipes;
   (b) carburetion tubes and devices;
   (c) smoking and carburetion masks;
   (d) miniature cocaine spoons and cocaine vials;
   (e) carburetor pipes;
   (f) electric pipes;
   (g) air-driven pipes;
   (h) chillums;
   (i) bongs;
   (j) ice pipes or chillers;
(6) any item whose purpose, as announced or described by the seller, is for use in violation of this article.

SECTION 4: Section 15.25 (Possession and Sale or Delivery) of Article IV (Possession of Cannabis and Drug Paraphernalia), Chapter 15 (Offenses; Miscellaneous) of the Northfield Village Code is amended to read in its entirety as follows:

Sec. 15-25: POSSESSION, USE, AND SALE OR DELIVERY.

A. Possession Of Cannabis. It shall be deemed a violation of this section for any person to knowingly grow, possess, sell, give away, barter, deliver, exchange, distribute or administer up to thirty grams (30 g) of cannabis in the village, except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.). (Ord. 15-1619, 7-21-2015)

B. Possession Of Drug Paraphernalia. Except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.), it is unlawful for any person to knowingly possess an item of drug paraphernalia with the intent to use it in ingesting, inhaling or otherwise introducing a controlled substance into the human body or in preparing a controlled substance for that use. In determining intent under this section, the trier of fact may take into consideration the proximity of controlled substances to drug paraphernalia or the presence of a controlled substance on the drug paraphernalia.
C. Sale Or Delivery Of Drug Paraphernalia. Except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.), it is unlawful for any person, business, corporation, place, premises, company or other legal entity to keep for sale, offer for sale, sell or deliver for any commercial consideration any item of drug paraphernalia. (Ord. 06-1306, 12-5-2006)

D. Possession Or Sale Or Delivery of Cannabis Paraphernalia. Persons under twenty one years of age may not possess cannabis paraphernalia. For persons twenty one and over, except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.), it is unlawful for any person to knowingly possess cannabis paraphernalia with the intent to use it in ingesting, inhaling or otherwise introducing cannabis into the human body or in preparing cannabis for that use. In determining intent under this section, the trier of fact may take into consideration the proximity of the cannabis to cannabis paraphernalia or the presence of cannabis on the cannabis paraphernalia.

E. Sale or Delivery of Cannabis Paraphernalia. Except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.), it is unlawful for any person, business, corporation, place, premises, company or other legal entity to keep for sale, offer for sale, sell or deliver for any commercial consideration any item of cannabis paraphernalia.

F. Prohibited Use of Cannabis in Any Form. The use of cannabis is prohibited in:
   (1) any public place, such as streets or parks;
   (2) in any motor vehicle;
   (3) on school grounds, with the exception of medical users;
   (4) a private residence that is used at any time to provide licensed child care;
   (5) close proximity to minors under twenty-one years of age; and
   (6) close proximity of an on-duty school bus driver, police officer, firefighter, or corrections officer.

Any person, business, or landlord can prohibit use on private property.

**SECTION 5**: Section 15.25 (Possession and Sale or Delivery) of Article IV (Possession of Cannabis and Drug Paraphernalia), Chapter 15 (Offenses; Miscellaneous) of Appendix D of the Northfield Village Code is amended to add fines for violations of Section 15-25 of the Village Code and shall read as follows:

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<td>Possession, Use, and Sale or Delivery</td>
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**SECTION 6:** All ordinances, or parts of ordinances, in conflict with the provisions of this Ordinance, to the extent of such conflict, are repealed.

**SECTION 7:** Each section, paragraph, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

**SECTION 8:** Except as to the Code Amendments set forth above in this Ordinance, all Chapters and Sections of the Northfield Village Code, as amended, shall remain in full force and effect.

**SECTION 9:** This Ordinance shall be in full force and effect from and after its adoption, approval, and publication in pamphlet form as provided by law.

ADOPTED this _____ day of _________________, 2020, pursuant to a roll call vote as follows:

**AYES:** ___________________________________________

**NAYS:** ___________________________________________

**ABSENT:** _________________________________________

**APPROVED** by me this _____ day of _________________, 2020.

_____________________________________
Joan Frazier, Village President

**ATTEST:**

_____________________________________
Stacy Sigman, Village Clerk
CLERK'S CERTIFICATE

I, Stacy Sigman, Clerk of the Village of Northfield, in the County of Cook and State of Illinois, do hereby certify that the attached and foregoing is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

ORDINANCE NO. __________

AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE NORTHFIELD VILLAGE CODE RELATIVE TO THE POSSESSION AND USE OF CANNABIS AND THE POSSESSION OR SALE OF DRUG PARAPHERNALIA WITHIN THE VILLAGE

which Ordinance was passed by the Board of Trustees of the Village of Northfield at a Regular Village Board Meeting on the ___ day of ________________, 2020, at which meeting a quorum was present, and approved by the President of the Village of Northfield, Illinois, on the ___ day of ________________, 2020.

I further certify that the vote on the question of the passage of said Ordinance by the Board of Trustees of the Village of Northfield was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Northfield, and that the result of said vote was as follows, to-wit:

AYES: ______________________________
NAYS: ______________________________
ABSENT: ____________________________

I do further certify that the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Northfield, this ___ day of ________________, 2020.

________________________________
Village Clerk

[SEAL]
ORDINANCE NO. __________

AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE NORTHFIELD VILLAGE CODE RELATIVE TO THE POSSESSION AND USE OF CANNABIS AND THE POSSESSION OR SALE OF DRUG PARAPHERNALIA WITHIN THE VILLAGE

WHEREAS, the Village of Northfield (the "Village") is a home rule municipality, having all of the powers and authority granted to such municipalities pursuant to Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations pertaining to its government and affairs and that protect the public health, safety and welfare of its citizens; and

WHEREAS, Public Act 101-0027, known as the Cannabis Regulation and Tax Act (the "Act," now codified as 410 ILCS 705/1-1, et seq.), which became effective on June 25, 2019, and as amended by Public Act 101-593, which became effective on December 4, 2019, authorized, among other things, the possession, use, cultivation, transportation and dispensing of adult-use cannabis in Illinois effective January 1, 2020; and

WHEREAS, the Act necessitates certain changes to the Village’s existing Code provisions regarding possession of cannabis and drug paraphernalia; and

WHEREAS, the Village Board of Trustees finds the Code amendments set forth below to be in the best interests of the Village, its residents and businesses.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Northfield, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: Each whereas paragraph set forth above is incorporated by reference into this Section 1.

SECTION 2: Section 11-123.4 (Grounds for Denial of License) of Article II (Specific Areas of Regulation), Chapter 11 (Businesses, Trades and Occupations), Division XIV (Massage Establishments), of the Northfield Village Code is amended to read in its entirety as follows:

Sec. 11-123.4: GROUNDS FOR DENIAL OF LICENSE.

A massage establishment license may be denied if the applicant or any person employed by, or working in, the massage establishment has been convicted of committing or attempting to commit any of the following offenses:
(1) An offense involving sexual misconduct with children;
(2) An offense enumerated in any provision of article 11, entitled "Sex Offenses", of the Criminal Code, 720 Illinois Compiled Statutes 5/11-1 et seq.;
(3) A violation of the Controlled Substances Act;
(4) A violation of the Cannabis Control Act not eligible for expungement under the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.);
(5) A violation of any law of the State of Illinois regarding the sale of an illegal substance;
(6) An offense in any other state, or a Federal offense, the elements of which are similar and bear a substantial relationship to any offenses enumerated in this section. (Ord. 11-1479, 2-15-2011)

SECTION 3: Section 15-24 (Definitions) of Article IV (Possession of Cannabis and Drug Paraphernalia), Chapter 15 (Offenses; Miscellaneous) of the Northfield Village Code is amended to add a definition of cannabis paraphernalia and to revise the existing definition of “Drug Paraphernalia” as follows:

CANNABIS PARAPHERNALIA. All equipment, products, or materials intended to be used for planting, propagating, cultivating, growing, harvesting, manufacturing, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, ingesting, or otherwise introducing cannabis into the human body.

DRUG PARAPHERNALIA. All equipment, products and materials of any kind, other than methamphetamine manufacturing materials as defined in Section 10 of the Methamphetamine Control and Community Protection Act (720 ILCS 646/10) and cannabis paraphernalia as defined in Section 1-10 of the Cannabis Regulation and Tax Act (410 ILCS 705/1-10), which are intended to be used unlawfully in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation of the Illinois Controlled Substances Act (720 ILCS 570/100 et seq.) or the Methamphetamine Control and Community Protection Act (720 ILCS 646/1 et seq.) or a synthetic drug product or misbranded drug in violation of the Illinois Food, Drug and Cosmetic Act (410 ILCS 620/1 et seq.). It includes, but is not limited to:

(1) kits intended to be used unlawfully in manufacturing, compounding, converting, producing, processing or preparing a controlled substance;
(2) isomerization devices intended to be used unlawfully in increasing the potency of any species of plant which is a controlled substance;
(3) testing equipment intended to be used unlawfully in a private home for identifying or in analyzing the strength, effectiveness or purity of controlled substances;
(4) diluents and adulterants intended to be used unlawfully for cutting a controlled substance by private persons;
(5) objects intended to be used unlawfully in ingesting, inhaling or otherwise introducing a synthetic drug product or misbranded drug in violation of the Illinois Food, Drug and Cosmetic Act (410 ILCS 620/1 et seq.) into the human body, including, where applicable, the following items:

   (a) water pipes;
   (b) carburetion tubes and devices;
   (c) smoking and carburetion masks;
   (d) miniature cocaine spoons and cocaine vials;
   (e) carburetor pipes;
   (f) electric pipes;
   (g) air-driven pipes;
   (h) chillums;
   (i) bongs;
   (j) ice pipes or chillers;

(6) any item whose purpose, as announced or described by the seller, is for use in violation of this article.

All equipment, products and materials of any kind, other than methamphetamine manufacturing materials, as defined in section 10 of the Illinois methamphetamine control and community protection act, 720 Illinois Compiled Statutes 646/10, and other than any equipment used for any drug other than cannabis which are peculiar to and marketed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body cannabis or a controlled substance in violation of the laws of the state of Illinois or this code. It includes, but is not limited to:

   (1) Kits peculiar to and marketed for use in manufacturing, compounding, converting, producing, processing or preparing cannabis or a controlled substance;
   (2) Isomerization devices peculiar to and marketed for use in increasing the potency of any species of plant which is cannabis or a controlled substance;
(3) Testing equipment peculiar to and marketed for private home use in identifying or in analyzing the strength, effectiveness or purity of cannabis or controlled substances;

(4) Diluents and adulterants peculiar to and marketed for cutting cannabis or a controlled substance by private persons;

(5) Objects peculiar to and marketed for use in ingesting, inhaling or otherwise introducing cannabis, cocaine, hashish or hashish oil into the human body, including, where applicable, the following items:
   (a) Water pipes;
   (b) Carburetion tubes and devices;
   (c) Smoking and carburetion masks;
   (d) Miniature cocaine spoons and cocaine vials;
   (e) Carburetor pipes;
   (f) Electric pipes;
   (g) Air driven pipes;
   (h) Chillums;
   (i) Bongs;
   (j) Ice pipes or chillers; or
   (k) Glass cocaine or crack pipes;

(6) Any item whose purpose, as announced or described by the seller, is for use in violation of this article. (Ord. 06-1306, 12-5-2006)

SECTION 4: Section 15.25 (Possession and Sale or Delivery) of Article IV (Possession of Cannabis and Drug Paraphernalia), Chapter 15 (Offenses; Miscellaneous) of the Northfield Village Code is amended to read in its entirety as follows:

Sec. 15-25: POSSESSION, USE, AND SALE OR DELIVERY.

A. Possession Of Cannabis. It shall be deemed a violation of this section for any person to knowingly grow, possess, sell, give away, barter, deliver, exchange, distribute or administer up to thirty grams (30 g) of cannabis in the village, except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.). (Ord. 15-1619, 7-21-2015)

B. Possession Of Drug Paraphernalia. Except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.), it is unlawful for any person to knowingly possess an item of drug paraphernalia with the intent to use it in ingesting, inhaling or otherwise introducing cannabis or a controlled substance into the human body or in preparing cannabis or a controlled substance for that use. In
determining intent under this section, the trier of fact may take into consideration the proximity of the cannabis or controlled substances to drug paraphernalia or the presence of cannabis or a controlled substance on the drug paraphernalia.

C. Sale Or Delivery Of Drug Paraphernalia. Except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.), it is unlawful for any person, business, corporation, place, premises, company or other legal entity to keep for sale, offer for sale, sell or deliver for any commercial consideration any item of drug paraphernalia. (Ord. 06-1306, 12-5-2006)

D. Possession Or Sale Or Delivery of Cannabis Paraphernalia. Persons under twenty one years of age may not possess cannabis paraphernalia. For persons twenty one and over, except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.), it is unlawful for any person to knowingly possess cannabis paraphernalia with the intent to use it in ingesting, inhaling or otherwise introducing cannabis into the human body or in preparing cannabis for that use. In determining intent under this section, the trier of fact may take into consideration the proximity of the cannabis to cannabis paraphernalia or the presence of cannabis on the cannabis paraphernalia.

E. Sale or Delivery of Cannabis Paraphernalia. Except as otherwise permitted by the Compassionate Use of Medical Cannabis Program Act (410 ILCS 130/1 et seq.) or the Cannabis Regulation and Tax Act (410 ILCS 705/1-1, et seq.), it is unlawful for any person, business, corporation, place, premises, company or other legal entity to keep for sale, offer for sale, sell or deliver for any commercial consideration any item of cannabis paraphernalia.

F. Prohibited Use of Cannabis in Any Form. The use of cannabis is prohibited in:

   1. any public place, such as streets or parks;
   2. in any motor vehicle;
   3. on school grounds, with the exception of medical users;
   4. a private residence that is used at any time to provide licensed child care;
   5. close proximity to minors under twenty-one years of age; and
   6. close proximity of an on-duty school bus driver, police officer, firefighter, or corrections officer.

Any person, business, or landlord can prohibit use on private property.

SECTION 5: Section 15.25 (Possession and Sale or Delivery) of Article IV (Possession of Cannabis and Drug Paraphernalia), Chapter 15 (Offenses; Miscellaneous) of Appendix D of the Northfield Village Code is amended to add fines for violations of Section 15-25 of the Village Code and shall read as follows:
<table>
<thead>
<tr>
<th>Code Reference</th>
<th>Classification</th>
<th>Fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec. 15-25</td>
<td>Possession, Use, and Sale or Delivery</td>
<td>$25.00 - $400.00</td>
</tr>
</tbody>
</table>

**SECTION 6:** All ordinances, or parts of ordinances, in conflict with the provisions of this Ordinance, to the extent of such conflict, are repealed.

**SECTION 7:** Each section, paragraph, clause and provision of this Ordinance is separable and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

**SECTION 8:** Except as to the Code Amendments set forth above in this Ordinance, all Chapters and Sections of the Northfield Village Code, as amended, shall remain in full force and effect.

**SECTION 9:** This Ordinance shall be in full force and effect from and after its adoption, approval, and publication in pamphlet form as provided by law.

**ADOPTED** this _____ day of _____________________, 2020, pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** by me this _____ day of _____________________, 2020, and attested to by the Village Clerk this same day.

__________________________
Joan Frazier, Village President

**ATTEST:**

__________________________
Stacy Sigman, Village Clerk
CLERK'S CERTIFICATE

I, Stacy Sigman, Clerk of the Village of Northfield, in the County of Cook and State of Illinois, do hereby certify that the attached and foregoing is a true and correct copy of that certain Ordinance now on file in my Office, entitled:

ORDINANCE NO. __________

AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE NORTHFIELD VILLAGE CODE RELATIVE TO THE POSSESSION AND USE OF CANNABIS AND THE POSSESSION OR SALE OF DRUG PARAPHERNALIA WITHIN THE VILLAGE

which Ordinance was passed by the Board of Trustees of the Village of Northfield at a Regular Village Board Meeting on the ___ day of ________________, 2020, at which meeting a quorum was present, and approved by the President of the Village of Northfield, Illinois, on the ___ day of ________________, 2020.

I further certify that the vote on the question of the passage of said Ordinance by the Board of Trustees of the Village of Northfield was taken by Ayes and Nays and recorded in the minutes of the Board of Trustees of the Village of Northfield, and that the result of said vote was as follows, to-wit:

AYES: ________________________________
NAYS: ________________________________
ABSENT: ________________________________

I do further certify that the original Ordinance, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of Northfield, this ___ day of ________________, 2020.

________________________________
Village Clerk

[SEAL]
### VILLAGE OF NORTHFIELD
### REGULAR BOARD MEETING
### SUMMARY SHEET

<table>
<thead>
<tr>
<th>Meeting Date:</th>
<th>February 18, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject:</td>
<td>Board Update</td>
</tr>
<tr>
<td>Submitted By:</td>
<td>Stacy Sigman, Village Manager</td>
</tr>
<tr>
<td>Department:</td>
<td>Office of the Village Manager</td>
</tr>
</tbody>
</table>

#### Details:

**A. Departmental Updates:**
1. Office of the Village Manager
2. Community Development & Building Department
3. Finance Department – *Monthly Report*
4. Fire-Rescue & Public Works Departments
5. Police Department

**B. Standing Commission/Committee/Board Summary Notes:**
1. Police Pension Board – October 24, 2019

**C. Upcoming Meetings/Events:**
- **February 20**: Happ Road Phase I Open House – Senior Center, 4:00 – 7:00 p.m.
- **March 2**: Plan & Zoning Commission meeting – 6:30 p.m.
- **March 3**: COW Meeting/Budget Workshop – 6:00 p.m.
- **March 4**: Zoning Board of Appeals meeting – 7:00 p.m.
- **March 5**: COW Meeting/Budget Workshop – 6:00 p.m. (If needed)
- **March 9**: Architectural Commission meeting – 7:00 p.m.
- **March 17**: Committee of the Whole meeting – 5:30 p.m.
- **March 17**: Village Board meeting – 7:00 p.m.

### Executive Action:

*None*
Financial Status Report

Period ended December 31, 2019

(Un-Audited)

Prepared by:
Finance Department
Table of Contents

Section 1 - Executive Summary........................................... Page 3
Section 2 - Revenue and Expense Summary by Fund......... Page 4
Section 3 - Investment Reports...........................................Page 11
Section 1: Executive Summary

Attached please find the preliminary financial results for the period ending December 31, 2019.

General Fund
Year-to-date revenues of $7.3 million are $520,617 above the year to date budget. Sales tax and home rule sales tax revenues included in “Intergovernmental Revenues” are $338,749 (13.7%) over budget due to an Illinois Department of Revenue audit. Under “Licenses & Permits”, building permit related revenues were $99,401 or 26.6% under budget with $309,799 in total revenue. Three new home plans have been submitted to the Building-Community Development Department which should generate generous fees over the coming months.

Total General Fund expenditures through December are $7.1 million and are $163,817 or 2.2% under the year to date budget. All departments continue to be below their year to date budget.

Water/Sanitary Sewer Fund
Through December, total revenues of $2.2 million are 6.5% below the year to date budget. The number of gallons of water sold in December was 417,000 gallons or 3.4% more than last December. This brings the year to date gallons sold to 169.7 million gallons or 7.1 million gallons (4.0%) less than the same eight month period last year.

Total year-to-date expenditures of $1.8 million are $262,062 or 12.7% below the budget which reflects the unpredictability of scheduling capital projects.

Salaries and Benefits
Salaries and benefits make up 67.5% of the Village’s operating budget. Through December, total salaries including overtime were $4.3 million or 0.7% below the year to date budget. Benefits, including insurance, pensions (FICA/ Medicare, IMRF, police pension) were $36,814 or 1.9% below budget.

Investments
Attached is a report of investments for the Village. Currently, the investment portfolio for the Village's non-pension funds totals $11.7 million. $3.4 million is in U.S. Treasuries/Agencies with the remainder is in cash or equivalents in local banks, the State investment pool (Illinois Funds), and the Illinois Metropolitan Investment Fund (IMET). At present, the rate the Village receives on its deposits at Northview Bank is greater than short term and intermediate CD’s and Treasuries. Also attached is a detailed report of the Village’s investments as required in the Village’s Investment Policy. All Village funds are in interest bearing accounts and are collateralized for those amounts above the FDIC insurance limit.

Also attached is a summary report of investments for the Police Pension Fund. Currently, the fund is fully invested with 54% in equities, 42% in fixed income, and 4% in cash. Over the previous twelve months, the Fund has seen a net return of 17.04% - well above the actuarially assumed rate of return is 6.75%.
Section 2: Revenue and Expense
Summary by Fund

**Purpose**
This section provides a summary of current and prior fiscal year revenues and expenditures for the specified period compared to the current fiscal year budget. Revenues and expenditures are reported on a cash basis. Expenditures do not reflect any outstanding encumbrances. Adjustments are required at the end of the fiscal year for audit purposes and are not reflected in the report.

The report includes an icon along the left side to indicate the level of budget variance for that particular revenue or expense grouping. The budget variance levels are as follows:

- **Red** - Indicates a negative variance of greater than or equal to 5.00% of the year-to-date budget.

- **Yellow** - Indicates a negative variance of 3.00% to 4.99% of the year-to-date budget.

- **Green** - Indicates a negative variance of less than 3% of the year-to-date budget, a positive variance of the year-to-date budget, or timing difference not anticipated to result in a year-end variance.
## Village of Northfield
### Revenue and Expense Summary by Fund
as of December 31, 2019

<table>
<thead>
<tr>
<th>Account Number</th>
<th>2019-20 Fiscal Year</th>
<th>Actual</th>
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<tbody>
<tr>
<td></td>
<td>YTD</td>
<td>YTD</td>
</tr>
<tr>
<td>General Fund - Revenues</td>
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<tr>
<td>Property Taxes</td>
<td>1,896,509</td>
<td>2,154,055</td>
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<tr>
<td>Intergovernmental Revenues</td>
<td>2,653,493</td>
<td>3,205,947</td>
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<td>Utility Taxes</td>
<td>511,127</td>
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<td>Other Taxes</td>
<td>301,716</td>
<td>285,080</td>
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<tr>
<td>Charges for Services</td>
<td>332,316</td>
<td>321,310</td>
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<tr>
<td>Licenses &amp; Permits</td>
<td>595,778</td>
<td>555,157</td>
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<tr>
<td>Fines &amp; Forfeitures</td>
<td>59,847</td>
<td>66,090</td>
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<td>Grants</td>
<td>820</td>
<td>2,450</td>
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<td>Other Revenues</td>
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<td>97,248</td>
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<td>Interest Income</td>
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<td>Total General Fund Revenues</td>
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<td>7,311,596</td>
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<td>General Fund Administration Total</td>
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<td>Community Development Total</td>
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<td>546,329</td>
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<td>Police Department Total</td>
<td>3,382,514</td>
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<td>Fire Department Total</td>
<td>1,380,776</td>
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<td>Public Works Total</td>
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<td>Total General Fund Expenses</td>
<td>6,913,564</td>
<td>7,139,375</td>
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<td>General Fund Revenues Over/(Under) Expenses</td>
<td>(377,444)</td>
<td>172,221</td>
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<td>Water/Sanitary Sewer Fund - Revenues</td>
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<tr>
<td>Charges for Services</td>
<td>2,143,052</td>
<td>2,136,131</td>
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<td>Licenses &amp; Permits</td>
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<td>Other Revenues</td>
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<td>19,371</td>
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<td>Interest Income</td>
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<td>Total Water/San. Sewer Fund Revenues</td>
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<td>Water / Sewer Fund Salaries</td>
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<td>Benefits</td>
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<td>Capital</td>
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<td>Transfers</td>
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<td>Debt Service</td>
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<tr>
<td>Total Water / Sewer Fund Expenses</td>
<td>2,377,288</td>
<td>1,809,037</td>
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## Village of Northfield

### Revenue and Expense Summary by Fund

#### as of December 31, 2019

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<tr>
<th>Fund</th>
<th>FY 2018-19 YTD</th>
<th>FY 2019-20 YTD</th>
<th>YTD Budget</th>
<th>YTD Variance</th>
<th>Annual Budget</th>
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<td></td>
<td></td>
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<td>FY 2019-20</td>
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<tr>
<td></td>
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<td>YTD</td>
<td></td>
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<td>Intergovernmental. Revenues</td>
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<td>121,334</td>
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<td><strong>Total Motor Fuel Fund Revenues</strong></td>
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<td><strong>92,960</strong></td>
<td><strong>31,520</strong></td>
<td><strong>139,440</strong></td>
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<td></td>
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<td>FY 2019-20</td>
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<td>YTD</td>
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<td><strong>FY 2019-20 YTD</strong></td>
<td><strong>YTD</strong></td>
<td><strong>Budget</strong></td>
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<td><strong>Motor Fuel Fund</strong></td>
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<td>Capital</td>
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<td><strong>Total Motor Fuel Fund Expenses</strong></td>
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<td>FY 2019-20</td>
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<td>YTD</td>
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<td>(46,347)</td>
<td>(13,580)</td>
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<td>Longmeadow - Revenues</td>
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<td></td>
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<tr>
<td>Property Taxes</td>
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<td>4,300</td>
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<td><strong>Total Longmeadow Revenues</strong></td>
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<td><strong>67,071</strong></td>
<td><strong>69,417</strong></td>
<td><strong>(2,345)</strong></td>
<td><strong>137,400</strong></td>
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<td></td>
<td>FY 2019-20</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>YTD</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>132,320</td>
<td>133,168</td>
<td>133,200</td>
</tr>
<tr>
<td>Debt Service</td>
<td>132,320</td>
<td>133,168</td>
<td>133,200</td>
<td>32</td>
<td>133,200</td>
</tr>
<tr>
<td><strong>Total Longmeadow Expenses</strong></td>
<td><strong>132,320</strong></td>
<td><strong>133,168</strong></td>
<td><strong>133,200</strong></td>
<td><strong>32</strong></td>
<td><strong>133,200</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>FY 2019-20</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>YTD</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(69,727)</td>
<td>(66,097)</td>
<td>(63,783)</td>
</tr>
<tr>
<td>Foreign Fire Ins. Fund - Revenues</td>
<td></td>
<td></td>
<td>FY 2019-20</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>YTD</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Revenues</td>
<td>27,123</td>
<td>26,692</td>
<td>25,000</td>
<td>1,692</td>
<td>25,000</td>
</tr>
<tr>
<td>Interest Income</td>
<td>544</td>
<td>712</td>
<td>467</td>
<td>245</td>
<td>700</td>
</tr>
<tr>
<td><strong>Total Foreign Fire Ins. Fund Revenues</strong></td>
<td><strong>27,667</strong></td>
<td><strong>27,404</strong></td>
<td><strong>25,467</strong></td>
<td><strong>1,937</strong></td>
<td><strong>25,700</strong></td>
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<td></td>
<td></td>
<td></td>
<td>FY 2019-20</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
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<td>YTD</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3,797</td>
<td>275</td>
<td>8,000</td>
</tr>
<tr>
<td>Contractual</td>
<td>9,098</td>
<td>16,405</td>
<td>14,333</td>
<td>(2,071)</td>
<td>21,500</td>
</tr>
<tr>
<td><strong>Total Foreign Fire Insurance Fund Expenses</strong></td>
<td><strong>12,895</strong></td>
<td><strong>16,680</strong></td>
<td><strong>22,333</strong></td>
<td><strong>5,654</strong></td>
<td><strong>33,500</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>FY 2019-20</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>YTD</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>14,771</td>
<td>10,724</td>
<td>3,133</td>
</tr>
<tr>
<td>Foreign Fire Insurance Fund Revenues Over/(Under) Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(7,800)</td>
</tr>
</tbody>
</table>
## Village of Northfield

**Revenue and Expense Summary by Fund**

**as of December 31, 2019**

<table>
<thead>
<tr>
<th>Account Number</th>
<th>FY 2018-19</th>
<th>FY 2019-20</th>
<th>2019-20 Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY</td>
<td>YTD</td>
<td>YTD</td>
</tr>
<tr>
<td>Storm Sewer Improvement Fund - Revenues</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Revenues</td>
<td>38,376</td>
<td>20,768</td>
<td>24,667</td>
</tr>
<tr>
<td>Interest Income</td>
<td>9,290</td>
<td>3,981</td>
<td>3,333</td>
</tr>
<tr>
<td>Total Storm Sewer Improvement Fund Revenues</td>
<td>48,447</td>
<td>24,748</td>
<td>28,000</td>
</tr>
<tr>
<td>Storm Sewer Improvement Fund - Expenses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital</td>
<td>18,865</td>
<td>764,597</td>
<td>734,000</td>
</tr>
<tr>
<td>Total Storm Sewer Improvement Fund Expenses</td>
<td>20,786</td>
<td>764,597</td>
<td>734,000</td>
</tr>
<tr>
<td>Storm Sewer Improvement Fund Revenues Over/(Under) Expenses</td>
<td>27,661</td>
<td>(739,849)</td>
<td>(706,000)</td>
</tr>
<tr>
<td>2016 Bond Fund Debt Service Revenue</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Tax</td>
<td>78,446</td>
<td>82,520</td>
<td>82,520</td>
</tr>
<tr>
<td>Interest Income</td>
<td>1,457</td>
<td>1,748</td>
<td>1,533</td>
</tr>
<tr>
<td>Total 2016 Bond Debt Service Revenue</td>
<td>79,903</td>
<td>84,268</td>
<td>84,053</td>
</tr>
<tr>
<td>2016 Bond Fund Debt Service Expense</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>177,968</td>
<td>180,406</td>
<td>180,420</td>
</tr>
<tr>
<td>Total 2016 Bond Fund Debt Service Exp.</td>
<td>177,968</td>
<td>180,406</td>
<td>180,420</td>
</tr>
<tr>
<td>2016 Bond Fund Debt Service Revenues Over/(Under) Expenses</td>
<td>(98,066)</td>
<td>(96,138)</td>
<td>(96,367)</td>
</tr>
<tr>
<td>2017 GO Bond Fund - Revenues</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Revenues</td>
<td>21,969</td>
<td>4,943</td>
<td>6,667</td>
</tr>
<tr>
<td>Total 2017 GO Bond Project Fund Revenues</td>
<td>21,969</td>
<td>4,943</td>
<td>6,667</td>
</tr>
<tr>
<td>2017 GO Bond Project Fund Expenses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>47</td>
<td>192</td>
<td>33</td>
</tr>
<tr>
<td>Capital</td>
<td>1,518,745</td>
<td>814,672</td>
<td>1,216,620</td>
</tr>
<tr>
<td>Total 2017 GO Bond Project Fund Expenses</td>
<td>1,518,792</td>
<td>814,863</td>
<td>1,216,653</td>
</tr>
<tr>
<td>2017 GO Bond Fund Revenues Over/(Under) Expenses</td>
<td>(1,496,823)</td>
<td>(809,921)</td>
<td>(1,209,987)</td>
</tr>
</tbody>
</table>
## Village of Northfield
### Revenue and Expense Summary by Fund
#### as of December 31, 2019

<table>
<thead>
<tr>
<th>Account Number</th>
<th>2019-20 Fiscal Year</th>
<th>Actual</th>
<th>2019-20 Fiscal Year</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY 2018-19</td>
<td>FY 2019-20</td>
<td>YTD</td>
<td>YTD</td>
</tr>
<tr>
<td>2017 Bond Fund Debt Service Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property Tax</td>
<td>322,300 140,815 150,080 (9,265) 318,080</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Income</td>
<td>1,881 2,952 1,267 1,685 1,900</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total 2017 Bond Debt Service Revenue</td>
<td>324,181 143,767 151,347 (7,580) 319,980</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2017 Bond Fund Debt Service Expense</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>322,300 318,034 318,080 46 318,080</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total 2017 Bond Fund Debt Service Exp.</td>
<td>322,300 318,034 318,080 46 318,080</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2017 Bond Fund Debt Service Revenues Over/(Under) Expenses</td>
<td>1,881 (174,267) (166,733) 1,900</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2019 GO Bond Fund - Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Revenues</td>
<td>- 1,400,075 - 1,400,075 -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total 2019 GO Bond Project Fund Revenues</td>
<td>- 1,400,075 - 1,400,075 -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2019 GO Bond Project Fund Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>- 23,000 - (23,000) -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total 2019 GO Bond Project Fund Expenses</td>
<td>- 23,000 - (23,000) -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2019 GO Bond Fund Revenues Over/(Under) Expenses</td>
<td>- 1,377,075 - -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rolling Ridge SSA Project Fund</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Income</td>
<td>4,303 6 - 6 -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rolling Ridge SSA Project Fund Revenues</td>
<td>4,303 6 - 6 -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rolling Ridge SSA Project Fund Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital</td>
<td>617,903 3,429 - (3,429) -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td>- 30,974 - (30,974) -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Rolling Ridge SSA Project Fund Exp.</td>
<td>617,903 34,402 - (34,402) -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rolling Ridge SSA Project Fund Revenues Over/(Under) Expenses</td>
<td>(613,599) (34,396) - -</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Account Number</td>
<td>FY 2018-19</td>
<td>FY 2019-20</td>
<td>YTD Budget</td>
<td>Variance</td>
</tr>
<tr>
<td>----------------</td>
<td>------------</td>
<td>------------</td>
<td>------------</td>
<td>----------</td>
</tr>
<tr>
<td>Rolling Ridge SSA Bond Fund Debt Service Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfer In</td>
<td>-</td>
<td>30,974</td>
<td>-</td>
<td>30,974</td>
</tr>
<tr>
<td>Property Taxes</td>
<td>91,410</td>
<td>48,922</td>
<td>47,645</td>
<td>1,277</td>
</tr>
<tr>
<td>Interest Income</td>
<td>1,828</td>
<td>2,599</td>
<td>1,333</td>
<td>1,266</td>
</tr>
<tr>
<td>Total Rolling Ridge SSA Bond Debt Svc Rev</td>
<td>93,238</td>
<td>82,495</td>
<td>48,978</td>
<td>33,517</td>
</tr>
<tr>
<td>Rolling Ridge Bond Fund Debt Service Expense</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual</td>
<td>87,460</td>
<td>95,289</td>
<td>95,300</td>
<td>11</td>
</tr>
<tr>
<td>Total Rolling Ridge SSA Debt Service Exp.</td>
<td>87,460</td>
<td>95,289</td>
<td>95,300</td>
<td>11</td>
</tr>
<tr>
<td>Rolling Ridge SSA Debt Service Revenues</td>
<td>5,778</td>
<td>(12,794)</td>
<td>(46,322)</td>
<td>1,990</td>
</tr>
<tr>
<td>Over/(Under) Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Equipment &amp; Replacement Fund - Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>109,913</td>
<td>137,466</td>
<td>-</td>
<td>137,466</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>30,960</td>
<td>34,270</td>
<td>174,950</td>
<td>(140,680)</td>
</tr>
<tr>
<td>Operating Transfers In</td>
<td>320,253</td>
<td>380,827</td>
<td>380,827</td>
<td>-</td>
</tr>
<tr>
<td>Interest Income</td>
<td>12,060</td>
<td>15,049</td>
<td>20,000</td>
<td>(4,951)</td>
</tr>
<tr>
<td>Total Capital Equipment &amp; Replacement Fund Revenues</td>
<td>487,400</td>
<td>567,611</td>
<td>575,777</td>
<td>(8,166)</td>
</tr>
<tr>
<td>Capital Equipment &amp; Replacement Fund - Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital</td>
<td>750,981</td>
<td>428,663</td>
<td>665,040</td>
<td>236,377</td>
</tr>
<tr>
<td>Total Capital Equipment &amp; Replacement Fund Expenses</td>
<td>750,981</td>
<td>428,663</td>
<td>665,040</td>
<td>236,377</td>
</tr>
<tr>
<td>Capital Equipment &amp; Replacement Revenues Over/(Under) Expenses</td>
<td>(263,580)</td>
<td>138,948</td>
<td>(89,263)</td>
<td>(32,690)</td>
</tr>
</tbody>
</table>
# Police Pension Fund Detail

Village of Northfield
Police Pension Detail
as of December 31, 2019

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Description</th>
<th>FY 2018-19 YTD</th>
<th>FY 2019-20 YTD</th>
<th>2019-20 Fiscal Year Budget</th>
<th>Variance</th>
<th>Annual Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>20-00-420-4100</td>
<td>VILLAGE CONTRIBUTION/PROPERTY TAX</td>
<td>784,000</td>
<td>821,000</td>
<td>800,000</td>
<td>21,000</td>
<td>1,201,000</td>
</tr>
</tbody>
</table>

| Other Revenues   | EMPLOYEE WITHHOLDING             | 136,994        | 151,228        | 138,000                   | 13,228    | 207,000      |

| Interest Income  | INTEREST INCOME                  | 134,257        | 132,987        | 120,000                   | 12,987    | 180,000      |
|                  | GAIN/LOSS ON INVESTMENTS         | (12,842)       | 109,950        | -                         | 109,950   | -            |
|                  | DIVIDENDS - EQUITIES             | 327,264        | 258,976        | 266,667                   | (7,690)   | 400,000      |
|                  | DIVIDENDS - GLA DISCIP SMIDCAP   | 12,761         | 13,690         | 15,333                    | (1,643)   | 23,000       |
|                  | GAIN/LOSS EQUITIES               | (1,265,693)    | 589,021        | -                         | 589,021   | -            |
|                  | GAIN/LOSS SMIDCAP/LGE CAP        | 327,264        | 258,976        | 266,667                   | (7,690)   | 400,000      |

Total Police Pension Fund (17,936) 2,123,208 1,340,000 783,208 2,011,000

<table>
<thead>
<tr>
<th>Police Pension Fund Expenses</th>
<th>Contractual</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEGAL SERVICES</td>
<td>5,775</td>
</tr>
<tr>
<td>AUDIT</td>
<td>3,500</td>
</tr>
<tr>
<td>PROFESSIONAL SERVICES</td>
<td>1,750</td>
</tr>
<tr>
<td>SCHOOLS AND SEMINARS</td>
<td>800</td>
</tr>
<tr>
<td>MEMBERSHIPS &amp; DUES</td>
<td>795</td>
</tr>
<tr>
<td>RISK MANAGEMENT (IRMA)</td>
<td>-</td>
</tr>
<tr>
<td>HEALTH/FITNESS TESTING</td>
<td>-</td>
</tr>
<tr>
<td>PENSION PAYMENTS</td>
<td>855,018</td>
</tr>
<tr>
<td>BANK CHARGES</td>
<td>2,232</td>
</tr>
<tr>
<td>COMPLIANCE FEES</td>
<td>3,476</td>
</tr>
<tr>
<td>INVESTMENT MANAGEMENT FEE</td>
<td>2,290</td>
</tr>
</tbody>
</table>

Contractual

Total Police Pension Fund Expenses 896,335 970,915 997,860 26,945 1,512,290

10
Section 3: Investment Report

Purpose
This report provides a summary of cash and investments for the specified time period. Village funds are maintained in accordance with the Village’s Investment Policy which defines the manner in which the Village accounts for and protects cash and investments. Cash and investments are presented by type of investment, by maturity, and by fund.

Police Pension funds are governed by an investment policy and managed by an investment advisor selected by the Police Pension Board in accordance with State statutes.
<table>
<thead>
<tr>
<th>Fund</th>
<th>Institution</th>
<th>Investment Type</th>
<th>Purchase Price</th>
<th>Yield</th>
<th>Purchase Date</th>
<th>Maturity Date</th>
<th>12/31/2019 Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>Illinois Funds</td>
<td>Cash</td>
<td>1.720%</td>
<td></td>
<td></td>
<td></td>
<td>3,143,987</td>
</tr>
<tr>
<td>MFT</td>
<td>Illinois Funds</td>
<td>Cash</td>
<td>1.720%</td>
<td></td>
<td></td>
<td></td>
<td>291,623</td>
</tr>
<tr>
<td>Multi</td>
<td>Northview Bank</td>
<td>Cash</td>
<td>1.871%</td>
<td>(1)</td>
<td></td>
<td></td>
<td>2,291,682</td>
</tr>
<tr>
<td>2017 Bond</td>
<td>US Bank</td>
<td>Cash</td>
<td>1.210%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multi</td>
<td>US Bank</td>
<td>Cash</td>
<td>1.210%</td>
<td></td>
<td></td>
<td></td>
<td>2,456,232</td>
</tr>
<tr>
<td>Multi</td>
<td>IMET</td>
<td>Cash</td>
<td>1.660%</td>
<td></td>
<td></td>
<td></td>
<td>1,300</td>
</tr>
<tr>
<td><strong>Total Cash</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>8,183,824</strong></td>
</tr>
<tr>
<td>General</td>
<td>US Treasury Note</td>
<td>Agency</td>
<td>49.936</td>
<td>1.801%</td>
<td>9/26/19</td>
<td>1/15/20</td>
<td>49,995</td>
</tr>
<tr>
<td>Equipment</td>
<td>US Treasury Note</td>
<td>Agency</td>
<td>449.420</td>
<td>1.801%</td>
<td>9/26/19</td>
<td>1/15/20</td>
<td>449,955</td>
</tr>
<tr>
<td>General</td>
<td>US Treasury Note</td>
<td>Agency</td>
<td>299.449</td>
<td>1.853%</td>
<td>9/26/19</td>
<td>2/15/20</td>
<td>299,895</td>
</tr>
<tr>
<td>Equipment</td>
<td>US Treasury Note</td>
<td>Agency</td>
<td>199.633</td>
<td>1.853%</td>
<td>9/26/19</td>
<td>2/15/20</td>
<td>199,930</td>
</tr>
<tr>
<td>General</td>
<td>US Treasury Bill</td>
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<td>495.800</td>
<td>1.839%</td>
<td>9/26/19</td>
<td>3/12/20</td>
<td>498,540</td>
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<tr>
<td>General</td>
<td>US Treasury Note</td>
<td>Agency</td>
<td>499.180</td>
<td>1.799%</td>
<td>9/26/19</td>
<td>4/15/20</td>
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<td>General</td>
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<td>499.043</td>
<td>1.803%</td>
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<tr>
<td>General</td>
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<td>498.926</td>
<td>1.801%</td>
<td>9/26/19</td>
<td>6/15/20</td>
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<tr>
<td>General</td>
<td>US Treasury Note</td>
<td>Agency</td>
<td>498.809</td>
<td>1.799%</td>
<td>9/26/19</td>
<td>7/15/20</td>
<td>499,690</td>
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<tr>
<td><strong>Total Agencies</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>3,497,440</strong></td>
</tr>
<tr>
<td><strong>Total Investments</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>11,681,264</strong></td>
</tr>
</tbody>
</table>

(1) Interest rate is .15% plus the current Illinois Funds rate. Interest earned offsets bank expenses.
Cash & Investments Totals by Type  
December 31, 2019

<table>
<thead>
<tr>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CD'S</td>
<td>$</td>
</tr>
<tr>
<td>IL Funds</td>
<td>$3,435,610</td>
</tr>
<tr>
<td>Cash</td>
<td>$4,746,914</td>
</tr>
<tr>
<td>Agencies</td>
<td>$3,497,440</td>
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<tr>
<td>IMET</td>
<td>$1,300</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$11,681,264</strong></td>
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Cash & Investments Totals by Maturity  
December 31, 2019

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<tr>
<th>Maturity</th>
<th>Amount</th>
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</thead>
<tbody>
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<td>&lt; 30 Days</td>
<td>$499,950</td>
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<td>31-60 Days</td>
<td>$499,825</td>
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<td>61-90 Days</td>
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<tr>
<td>91-180 Days</td>
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<tr>
<td>181-360 Days</td>
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<tr>
<td>1-2 Years</td>
<td>$4,746,914</td>
</tr>
<tr>
<td>2+ Years</td>
<td>$3,435,610</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$11,681,264</strong></td>
</tr>
</tbody>
</table>

Cash & Investments Totals by Fund  
December 31, 2019

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>General</td>
<td>$7,018,117</td>
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<tr>
<td>Foreign Fire</td>
<td>$57,554</td>
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<tr>
<td>Water/Sanitary Sewer</td>
<td>$808,126</td>
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<tr>
<td>Storm Sewer</td>
<td>$45,656</td>
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<tr>
<td>Equipment Replacement</td>
<td>$1,541,821</td>
</tr>
<tr>
<td>2017 GO Bond Project</td>
<td>$226,064</td>
</tr>
<tr>
<td>Debt Service</td>
<td>$130,552</td>
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<tr>
<td>2017 Bd Debt Svc</td>
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<tr>
<td>2016 Bd Debt Svc</td>
<td>$3,258</td>
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<tr>
<td>MFT</td>
<td>$329,689</td>
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<tr>
<td>2019 Bd Debt Svc</td>
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<tr>
<td>Roll Ridge Debt Svc</td>
<td>$138,457</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$11,681,264</strong></td>
</tr>
</tbody>
</table>

$ 0.00
### Change in Portfolio Value

<table>
<thead>
<tr>
<th>Security Type</th>
<th>Market Value ($)</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
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<tr>
<td>EQUITY</td>
<td>$11,202,921</td>
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<tr>
<td>FIXED INCOME</td>
<td>$8,562,563</td>
<td>42%</td>
</tr>
<tr>
<td>**Total Portfolio:</td>
<td>$20,575,760</td>
<td>100%</td>
</tr>
</tbody>
</table>

### Asset Class

| GLA HOUSEHOLD TOTAL (NET) | Latest 3 Months | Year To Date | Latest 1 Year | Inception
|---------------------------|-----------------|--------------|---------------|-----------
|                            | 5.04%           | 17.04%       | 17.04%        | 7.17%     |

### Return on Investment

- **Fixed Income**: 0.77% 7.09% 7.09% 2.85%
- **Equity & Related (Gross)**: 8.99% 27.7% 27.71% 11.43%

1 \(^\text{Inception: September 1, 2012}\)

*Performance figures are total time-weighted rates of returns. Performance for periods over one year is annualized. Appreciation includes realized and unrealized gains/losses, dividends, interest, and distributions. Index returns, if shown, include dividends and interest. Past performance is not a guarantee of future returns. All performance figures net of fees have been reduced by the actual Great Lakes’ management fee charged to the account, and may also include custody or other fees charged directly to the account.*
Minutes of the Board of Trustees of the Police Pension Fund meeting held on Thursday, October 24, 2019, in the Village of Northfield Multi-Purpose Room, 2nd floor, 361 Happ Road, Northfield, Illinois.

ROLL CALL
President Kenneth E. Smith called the meeting to order at 5:00 p.m. Roll call was as follows:

<table>
<thead>
<tr>
<th>Trustees Present</th>
<th>Absent</th>
<th>Non-Trustees Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kenneth Smith</td>
<td>Gordon Scott</td>
<td>Steve Noble, Village Finance Director</td>
</tr>
<tr>
<td>William Lustig</td>
<td></td>
<td>Kevin Cavanaugh, Lauterbach &amp; Amen</td>
</tr>
<tr>
<td>Tom Hanus</td>
<td></td>
<td>Jason Turner, Great Lakes Advisors</td>
</tr>
<tr>
<td>Don Whiteman</td>
<td></td>
<td>Kelly Weller, Great Lakes Advisors</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Carolyn Clifford, Ottosen, Britz</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Tom Terrill, Village Trustee</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Charlie Orth, Village Trustee</td>
</tr>
</tbody>
</table>

Mr. Smith noted there was a quorum present.

PUBLIC COMMENT
No public comment was made.

APPROVAL OF MINUTES
The next item was to approve the pension meeting minutes of August 22, 2019, and the special meeting minutes of October 3, 2019. Mr. Whiteman made a motion to accept the minutes of both meetings, seconded by Mr. Hanus, and upon a voice vote, motion passed.

We have released all our closed minutes and currently have none to review.

REVIEW OF ACTUARIAL VALUATION
Kevin Cavanaugh, from Lauterbach and Amen, presented the Board with the Actuarial Valuation of the Northfield Police Pension Fund as of May 1, 2019. Mr. Noble advised the Trustees that Mr. Cavanaugh and his associate presented the report to the Village Board and it was approved at the Committee of the Whole meeting in September. Mr. Cavanaugh reviewed the report in detail with the Board members and answered their questions. The recommended contribution for next fiscal year is $1,248,919, which is a 7.4% increase over last year's recommendation. Mr. Cavanaugh stated that the Fund was in a good, healthy position, specifically noting that the investment returns projected currently cover benefits being paid annually. Mr. Whiteman made a motion to accept the Actuarial Valuation, seconded by Mr. Lustig, motion passed. Mr. Whiteman made a motion to request from the Village a tax levy in the amount of $1,248,919 seconded by Mr. Hanus and upon a roll call vote, motion passed.
AYES: Smith, Lustig, Hanus, Whiteman
NAYS: None
ABSENT: Scott

Mr. Whiteman made a motion to certify the Municipal Compliance Report, seconded by Mr. Hanus, and upon a roll call vote, motion passed.

AYES: Smith, Lustig, Hanus, Whiteman
NAYS: None
ABSENT: Scott

REVIEW OF INVESTMENT REPORT-GREAT LAKES ADVISORS (GLA)
Mr. Weller introduced Jason Turner, from Great Lakes Advisors to answer some questions regarding benchmarking. Mr. Weller discussed the results and told the Board that as of September 30, 2019 the Fund’s total portfolio was $19,576,499.00. Mr. Weller stated for the record that Great Lakes Advisors is in compliance with the statutory restrictions on the account of the Northfield Police Pension Fund. GLA recognizes the Fund’s April 30th fiscal year end, and also recognizes the Fund’s 6.75% actuarial return assumption. The asset allocation for the quarter ending September 30, 2019 was:

Equity: 53.3%, Fixed Income: 43.6% and Cash: 3.1%.

The return for the quarter was 0.71%, net of fees, compared to the blended policy benchmark at 1.10%. Year to date through September 20, 2019, the return on the portfolio was 11.42%, net of fees, compared to the benchmark at 12.69%.

Mr. Turner discussed benchmarking with the Board and the process that is used to arrive at the numbers, and answered questions. The Board members, as well as Mr. Terrill, let Great Lakes Advisors know what a good job they have done with the pension fund and appreciate their candidness and hard work.

Mr. Whiteman made a motion to accept the report received from Great Lakes Advisors, seconded by Mr. Hanus and upon a roll call, motion passed:

AYES: Smith, Lustig, Hanus, Whiteman
NAYS: None
ABSENT: Scott

TREASURER’S REPORT
Mr. Noble presented the Board with the treasurer’s report, dated September 30, 2019 and reviewed the report with the Board.
APPROVAL OF BILLS
Mr. Noble distributed a copy of the paid invoice sheets, which details all bills paid by the Pension Board for the period July 31, 2019 to October 31, 2019. The Board went over the disbursements. The bills for the four month period totaled $18,590.97. Mr. Whiteman made a motion to accept the Treasurer’s report and to approve the payment of the bills, seconded by Mr. Hanus and upon roll call vote, motion passed.

AYES: Smith, Lustig, Hanus, Whiteman
NAYS: None
ABSENT: Scott

OLD BUSINESS
Mr. Noble distributed and reviewed with the Board the Illinois Department of Insurance Annual Statement, which has been filed. He explained the various information that he is required to provide and answered questions pertaining to the report.

Mr. Whiteman made a motion to accept the Illinois Department of Insurance Annual Statement seconded by Mr. Hanus and upon a roll call vote, motion passed.

AYES: Smith, Lustig, Hanus, Whiteman
NAYS: None
ABSENT: Scott

The Board was e-mailed a copy of the Village audit and Mr. Noble gave a brief overview. Mr. Whiteman made a motion to accept the Village audit, seconded by Mr. Hanus, motion passed.

NEW BUSINESS
The Board reviewed the proposed quarterly meeting schedule for 2020:

Thursday, January 30, 2020 (5 p.m.) Thursday, April 23, 2020 (5 p.m.)
Thursday, August 20, 2020 (5 p.m.) Thursday, October 22, 2020 (5 p.m.)

Mr. Whiteman made a motion to approve the quarterly meeting dates for 2020 as presented, seconded by Mr. Hanus and upon a voice vote, motion passed.

TRAINING
Ms. Clifford passed out article regarding state pension issues, and advised the Board of some of the training opportunities that are available. The Board also discussed the potential state pension consolidation.

CLOSED SESSION
None
ADJOURNMENT

With no further business to discuss, Mr. Lustig made a motion to adjourn at 7:00 p.m., seconded by Whiteman, and upon a voice vote, motion passed.

Respectfully submitted,

_____________________
Donald Whiteman, Secretary

Minutes prepared by Maureen French, Administrative Assistant. Minutes approved the Board of Trustees at its meeting on ________________2020.
ARCHITECTURAL
REPORT OF THE PROCEEDINGS OF A MEETING
BEFORE THE VILLAGE OF NORTHFIELD
ARCHITECTURAL COMMISSION

REPORT OF PROCEEDINGS had before the Village of Northfield Architectural Commission taken at the Village of Northfield, 361 Happ Road, First Floor Board Room, Northfield, Illinois on the 10th day of February, 2020, at the hour of 7:00 p.m.

MEMBERS PRESENT: TEV BOND, Chairman BARNABY DINGES KATHRYN TALTY ANDY BOWYER JOE McINERNEY

MEMBERS ABSENT: PATRICIA MORRELL

ALSO PRESENT: LINNEA O’NEILL, Staff Liaison
CHAIRMAN BOND: I'd like to call to order the 
February 10th meeting of the Architectural Commission. 
My name is Tev Bond, I'm the Chair. I will let the 
other Commissioners introduce themselves.

COMMISSIONER TALTY: Kathryn Talty.  
COMMISSIONER DINGES: Barnaby Dinges.  
COMMISSIONER BOWYER: Andy Bowyer.  
COMMISSIONER McINERNEY: Joe McInerney.

CHAIRMAN BOND: We also have Linnea O'Neill from 
the Village of Northfield. May I have approval of the 
minutes for the January 13th, 2020 meeting?

COMMISSIONER McINERNEY: I'll move. So moved.  
CHAIRMAN BOND: Second?  
COMMISSIONER BOWYER: Second.  
CHAIRMAN BOND: All in favor?  
(Chorus of ayes.)  
CHAIRMAN BOND: All right, minutes approved. There 
is one item on the agenda tonight and one other business 
item.

1. 117 Northfield Road, consideration of a 
request for approval of permit signage on the 
west side of the building and to allow 
permanent signage to be installed on the south 
side of the building, which requires a 
variation from the Sign Ordinance Section 12- 
3(1) for a sign not on the principal street 
exposure for North Shore Mosquito Abatement 
District located at 117 Northfield Road.

Is the Petitioner here please?
MR. ZAZRA: I am.

CHAIRMAN BOND: Hi, thanks. Could you please 
approach the podium and I'll swear you in? Do you think 
you'll both speak? If you want to, you can swear in 
together.
(Witnesses sworn.)

CHAIRMAN BOND: Thank you, and before you speak, if 
you could give your name, that would be great.
MR. ZAZRA: Hi, I'm Dave Zazra. I'm the 
Communications Manager for the North Shore Mosquito 
Abatement District.

CHAIRMAN BOND: Excellent.
MR. ZAZRA: Do you have -- I'm sorry, go ahead.
MR. LAMBERT: Frank Lambert, South Water Signs; I'm 
the Permitting Director. We're manufacturing and 
installing the sign.

CHAIRMAN BOND: All right, thank you. The floor is 
yours.

MR. ZAZRA: I'll be very brief, it's pretty simple. 
Many years ago, I redesigned our logo and everything to 
look like as you see in this sign here.
CHAIRMAN BOND: Okay.

MR. ZAZRA: As we've been making some updates to the building, we felt it would be nice to, one, update the sign to reflect our current look which is actually now old at this point, about 15 years. But more importantly, the secondary sign that we're asking for to go on the south side of the building that faces Winnetka Road is we have an awful lot of confused people coming into the parking lot. It's putting our people at risk.

It's putting those people that drive through at risk, because they're looking for the Senior Center. Unfortunately, the signage isn't very clear on the Senior Center, and we felt that if we have a smaller sign facing Northfield Road -- I'm sorry, facing Winnetka Road, it will help alleviate that confusion and perhaps even slow some of that traffic down if not stop it all together.

CHAIRMAN BOND: Okay, so is the font that you chose, this is your current branding?

MR. ZAZRA: Yes, it is. I can give you our business cards if you'd like to take a look.

CHAIRMAN BOND: And the color is also incorporated?

Oh, great, you have the color. If we could have that please? Thank you. Commissioners, do you have any questions?

COMMISSIONER BOWYER: It's straight-forward.

CHAIRMAN BOND: Is everyone okay with the color, please? Thank you.

Commissioners, do you have any questions?

COMMISSIONER BOWYER: What is your variance? So, what's the variance? Is your variance on the property or are you just wanting a variance for this sign?

MR. ZAZRA: A variance for the sign.

MS. O'NEILL: So, when you have a property that's on the corner and they want to be visible from both sides, you're only by code allowed to pick the primary street and have a sign there.

COMMISSIONER BOWYER: Oh, so the variance is to have a sign on the south side as well?

MS. O'NEILL: Yes.

CHAIRMAN BOND: Right, which is not considered primary. The reason that they want the variance, as you were saying, is because you now are having people from the Senior Center come in, not notice, park, get out of their cars, I'm assuming coming into your building looking for the Senior Center. So, by having the sign there, when they get out of their car, they're hopefully
more likely to just get back in, leave and go to their
correct parking lot, correct?

MR. ZAZRA: Yes, exactly. It's unfortunate, we do
see a lot of people, you know, who are looking to return
a lot of the medical equipment that they're borrowing.
So, before someone even looks out their window and
realizes they're unloading their car, which can be
difficult for many of these people at this point,
they're already inside with the wheelchair or whatever
it is, apparatus that they have. It would hopefully
save them a little bit of time and trouble doing that as
well.

CHAIRMAN BOND: And then we do need it on record
that is the reason that we're considering the
variance, for future other people that perhaps --

COMMISSIONER McINERNEY: So, it's for public safety
then.

MR. ZAZRA: Yes.

COMMISSIONER DINGES: I'm just curious. How many
people independent of the Senior Center come to your
facility? Just workers, visitors, how much traffic do
you get on your own?

MR. ZAZRA: During the summer, we typically, we're
full up. I believe we've got 25 staff members during
the off season, which really isn't the off season.
There's only seven full-time people.

CHAIRMAN BOND: No further questions?

COMMISSIONER TALTY: I have no questions. It's
fine.

CHAIRMAN BOND: No further questions, thank you.
MR. ZAZRA: Thank you.

CHAIRMAN BOND: All right, may I have a motion?

COMMISSIONER DINGES: Motion to approve the
proposed signage and sign variation for a sign on a
second, not primary street, elevation at North
Shore Mosquito Abatement, 117 Northfield Road, as
shown on the plans submitted January 6th, 2020.

CHAIRMAN BOND: Do I have a second?

COMMISSIONER BOWYER: Second.

CHAIRMAN BOND: All in favor?

(Chorus of ayes.)

CHAIRMAN BOND: Any opposed?

(No response.)

CHAIRMAN BOND: Congratulations!

MR. ZAZRA: Thank you.

CHAIRMAN BOND: Thank you for coming. There is one
Other Business item that the Petitioner didn't need to
be here, so we have one other item which is Mariano's,
right? So, there is one other business item, the
Petitioner didn't need to be present, 1822 Willow Road.
Mariano's is requesting the addition of the word Pharmacy on the existing two-sided ground sign in the northwest corner of their property. The previously-approved ground sign has the word Mariano's with a leaf logo. The sign panel size does not change.

So, if you have questions, we can ask them to Linnea.

You know, Linnea, I am curious. Do the other Mariano signs also have the Pharmacy on them? Like at the other locations?

MS. O'NEILL: I know the one in Arlington Heights does, but I don't know, you mean other Mariano's --

CHAIRMAN BOND: Yes, like the one on Skokie Road.

MS. O'NEILL: I do not know. I know the pharmacy sign is not on the Northfield building anymore.

CHAIRMAN BOND: Oh, and it used to be on the building?

MS. O'NEILL: Yes.

COMMISSIONER BOWYER: When it was Dominick's.

MS. O'NEILL: When it was Dominick's.

CHAIRMAN BOND: And did they say, are they requesting it because they feel like there has been confusion about whether or not they have a pharmacy inside?

MS. O'NEILL: They did not say that specifically, but they did note that they wanted a sign up there to let people know there was a pharmacy in the store.

COMMISSIONER TALTY: I thought all of them had pharmacies.

CHAIRMAN BOND: We don't know.

COMMISSIONER McINERNEY: So, what do you want to say --

CHAIRMAN BOND: So, does anybody, well, we can make a motion.

COMMISSIONER McINERNEY: We can just approve it tonight?

CHAIRMAN BOND: Yes, unless we don't want to for a reason.

COMMISSIONER McINERNEY: There aren't -- I'm sorry, go ahead.

COMMISSIONER TALTY: I was just curious. On the actual monument itself, is it damaged? Like is there stone off of the masonry underneath?

CHAIRMAN BOND: Is it because of the picture?

COMMISSIONER TALTY: Yes, and I thought I remembered seeing it at some point where I thought it looked like it needed some love, you know, the actual monument sign. I'm just wondering, the picture looks like perhaps on that left side of the monument, is the stone cladding off of that?

MS. O'NEILL: I do not know, but I can check tomorrow.
COMMISSIONER McINERNEY: That's just the concrete blocking on it.
COMMISSIONER TALTY: It could just be, it could just be the image, the way the photograph is.
CHAIRMAN BOND: I don't recall either, you know.
COMMISSIONER TALTY: I should have --
CHAIRMAN BOND: Is that something that we should address in the motion? Or is that something that the Village works directly with them to make sure it's --
COMMISSIONER BOWYER: I think she's talking about seeing how that, but in this picture it's much nicer. It looks kind of dented over here or cut off.
MS. O'NEILL: I would put it in the motion.
COMMISSIONER McINERNEY: I thought she was talking about --
CHAIRMAN BOND: Sorry, Barnaby.
COMMISSIONER TALTY: I'm sorry.
COMMISSIONER DINGES: So, do we want to say, like request that they check, work with the Village? Is it the foundation or the supports?
CHAIRMAN BOND: No, I think it's the cladding.
COMMISSIONER DINGES: Where do you think it --
COMMISSIONER TALTY: I think it's the stone cladding.
COMMISSIONER BOWYER: There's stone cladding at the base. What are you confused about?
CHAIRMAN BOND: I think it's just about the cladding, that some of that --
COMMISSIONER McINERNEY: The cladding. It's almost like a slate that looks --
COMMISSIONER BOWYER: So, you're talking about right there, the third stone up on the left?
COMMISSIONER McINERNEY: I think it's just the --
COMMISSIONER TALTY: I feel like --
CHAIRMAN BOND: I think it's the picture also, but I can't know absolutely for sure.
COMMISSIONER McINERNEY: Check --
COMMISSIONER TALTY: It was just for my, you know, like I've been by it and I thought it looked like it was-
CHAIRMAN BOND: Out of balance?
COMMISSIONER TALTY: Damaged.
CHAIRMAN BOND: If cladding needs repair, to be approved by the Village. Is that okay, Linnea? If cladding needs repair, to be approved by the Village?
MS. O'NEILL: That it would have, we would make sure that they fix it before they get their sign installed.
CHAIRMAN BOND: Do you want it to say that instead?
MS. O'NEILL: What does it say now? Please repeat it.
COMMISSIONER DINGES: If cladding needs repair --

COMMISSIONER TALTY: Address prior to sign installation?

MS. O'NEILL: That sounds good.
CHAIRMAN BOND: Yes, thank you.

COMMISSIONER BOWYER: Can we make them add landscaping?

CHAIRMAN BOND: I think they have landscaping, right?

MS. O'NEILL: There is landscaping there.

COMMISSIONER BOWYER: Some bushes, but that's it.

CHAIRMAN BOND: Oh, more landscaping? Are they supposed to have more landscaping that died?

MS. O'NEILL: I'm actually working on a restoration plan from the original Dominicks landscape plan to address the plant material in the entire parking lot to make sure that they fill in where there's plant material missing.

COMMISSIONER TALTY: Right. So, they have to make it --

MS. O'NEILL: That would include around the sign.

CHAIRMAN BOND: Because I think when the construction happened, too, on Willow, like that area that had been damaged, I think it ended up being forgotten. So, I don't think it was necessarily intentional, it's just --

COMMISSIONER BOWYER: Right, they're trying to upgrade their signage and --

CHAIRMAN BOND: And they have so many different managers there, too, that, right. So, you're working on that?

MS. O'NEILL: I'm working on it.

CHAIRMAN BOND: So, you don't want to include it in the motion?

MS. O'NEILL: No, it would be separate.

CHAIRMAN BOND: Okay, I think we're ready to go ahead.

COMMISSIONER DINGES: Ready for the motion?

CHAIRMAN BOND: Yes, please.

COMMISSIONER DINGES: Motion to approve the addition of the word Pharmacy on the existing Mariano's ground sign at 1822 Willow Road as shown on the plans submitted January 29th, 2020. In addition, if cladding needs repair, address prior to sign installation.

CHAIRMAN BOND: Do I have a second?

COMMISSIONER McINERNEY: Second.

CHAIRMAN BOND: All in favor?

(Chorus of ayes.)

CHAIRMAN BOND: None opposed?
(No response.)

CHAIRMAN BOND: Motion passes.

Our next meeting is, I didn't look it up. Did you look it up, Linnea?
MS. O'NEILL: There is no March meeting, so the next meeting would be early April.
CHAIRMAN BOND: There's no March meeting, April.
COMMISSIONER BOWYER: Is that because there's nothing that's been presented?
MS. O'NEILL: Correct.
CHAIRMAN BOND: Yes, there's a deadline that --
COMMISSIONER McINERNEY: We'll have to wait for spring break.
CHAIRMAN BOND: That's right.
COMMISSIONER BOWYER: So, when is the April date?
So then I can --
CHAIRMAN BOND: I usually have it in front, I don't have it, and I up to at this time write it down.
COMMISSIONER TALTY: Although I shouldn't be trusted, but I think --
COMMISSIONER DINGES: Should we adjourn?
CHAIRMAN BOND: I think we have to announce the April date first.
COMMISSIONER TALTY: I think it's the 13th. Is it the 13th?
CHAIRMAN BOND: April 13th, does that sound right?
MS. O'NEILL: Yes.
COMMISSIONER TALTY: Yes, the 13th.
CHAIRMAN BOND: So, our next meeting is April 13th.
May I have a motion to adjourn?
COMMISSIONER DINGES: Motion to adjourn.
COMMISSIONER McINERNEY: Second.
CHAIRMAN BOND: All in favor?
(Chorus of ayes.)
CHAIRMAN BOND: Meeting adjourned. Thank you for coming.

(Whereupon, at 7:15 p.m., the above meeting was adjourned.)
VILLAGE OF NORTHFIELD

SIGN IN SHEET

MEETING BEING HELD: ARCHITECTURAL COMMISSION

DATE: MONDAY, FEBRUARY 10, 2020

PLEASE PRINT

NAME                     ADDRESS                     PHONE #
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