

**Memorandum  
Manager's Office**

TO: The Honorable Mayor and  
Board of Trustees  
Village Clerk  
Corporation Counsel

FROM:   
Albert J. Rigoni, Village Manager

DATE: May 3, 2007

SUBJECT: **MANAGER'S REPORT  
BOARD MEETING OF WEDNESDAY, MAY 7, 2007**

*Bsd  
approved  
May 3 07*

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**A. Consultant Agreement With Glauberman & Pollak Ltd.**

During the 2007/08 Budget hearings in April, the Village Board approved budgeting for a consultant contract to perform government liaison services in Springfield. Board approval of a contract with Glauberman & Pollak Ltd. to provide legislative consulting services in an amount not to exceed \$37,000 is respectfully requested.

**B. Façade Assistant Program For 4917 Oakton Street.**

The owner of the property at 4917 Oakton Street has applied for financial assistance to undertake major exterior building improvements utilizing the Downtown Façade Assistance Program. The subject property is currently vacant. The owner of the building is negotiating with a potential tenant.

Elevation drawings, signage and building materials were approved by the Appearance Commission in 2005, but work was delayed due to financial and tenant concerns. An architectural rendering and plan of the façade is attached. The work is projected to be completed in about two months.

Bids were received for the exterior work last year. The owner selected the bid from S.J. Bacik, in the amount of \$77,537. The lowest bid was not selected, which is the owner's prerogative; however the Village's share under the program is limited to 50% of the lowest bid. Board approval of a façade funding grant not to exceed \$40,000 to cover 50% of the lowest bid, and establishment of an escrow account with Chicago Title and Trust is respectfully requested.

**GLAUBERMAN & POLLAK LTD.  
1200 SHERMER ROAD  
NORTHBROOK, IL 60062**

**ZALE GLAUBERMAN  
217-789-7501**

**MICHAEL E. POLLAK  
847-564-0130**

March 15, 2007

The Honorable George Van Dusen  
Mayor  
Village of Skokie  
5127 Oakton St.  
Skokie, IL 60077

Dear Mayor Van Dusen:

Glauber & Pollak Ltd. is privileged to become your partner in assisting the Village of Skokie in achieving their intergovernmental relations needs.

The purpose of this letter is to set forth an agreement between The Village of Skokie and Glauber & Pollak Ltd. We propose to do the following while working collaboratively with you and your Board to:

- obtain a grants from the State of Illinois to complete funding for the construction of the new Oakton CTA Skokie Swift station,
- obtain capital funding for a new public safety facility, and from the Illinois Clean Energy Community Foundation,
- obtain funding for the re-construction of a portion of McCormick Blvd and Grosse Point Road,
- to obtain funding for a bike path parallel to the railroad tracks from Oakton Street to Dempster Street.

In addition to funding, other goals of the village are to defeat the "pension drop" proposal when introduced in the Illinois General Assembly as well as SB 1429 regarding streamlined sales tax assessment.

March 15, 2007

We will also:

1. Assist the Village in building a strong identity with the legislature, including the development of "key legislators" who are devoted to helping the Village of Skokie.
2. Undertake to systematically widen your staff and leadership's exposure to and interaction with key appointed and elected state governmental officials whose responsibilities fall within your areas of concern and action.
3. Facilitate the Village's ability to access state and local governmental assistance and funding, via federal, state and local laws created for that purpose, with relation to your ongoing programmatic needs.
4. Finally, to complete other projects as assigned, and mutually agreed upon.

Our annual fee for this engagement is \$36,000, payable in 12 equal monthly installments. Thereafter, the contract will continue until cancelled on 30 days advance written notice. We do not charge for travel to and from Springfield for Mike Pollak to attend legislative sessions. We do seek reimbursement for non-session travel for Mike Pollak to Springfield or Zale Glauberman to Chicago. We bear all normal and customary overhead and operating expenses, such as long distance telephone and copying. We seek the reimbursement of courier and entertainment expenses. Those entertained on behalf of the Village will be listed with their title. Entertainment Expenses up to an annual total of \$1000.00 will be pre-authorized. Anything over that amount will require advance written authorization. Proper documentation of all billed expenses will be provided.

If this agreement sets forth your understanding of our relationship, please indicate your acceptance on the copy of this letter and return it to me. Please contact me if you have any questions, changes or additions.

March 15, 2007

We are excited about the prospect of working with you and your team.

Very truly yours,

GLAUBERMAN & POLLAK LTD.

*Michael E. Pollak*

Michael E. Pollak

Accepted and agreed to  
this 7 day of ~~March~~, 2007  
*May*

Village of Skokie

By: \_\_\_\_\_

*George Van Dusan*