

## MEMORANDUM

**TO: STAFF**

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

**FROM: Rich Nahrstadt, Village Manager**

**DATE: February 18, 2011**

**RE: STAFF BRIEFING**

### WEEK OF FEBRUARY 14, 2011

#### PUBLIC WORKS COMMITTEE

The Public Works Committee met on Tuesday, February 15, to discuss speed tables on Church Street and skunk nuisances throughout the Village. Village Engineer Paul Kendzior presented a follow-up report to the Committee regarding consideration of temporary speed table installations on Church Street (Shermer to Walters). The temporary tables were considered as a measure to achieve reasonable compliance with the new-posted speed limit of 20 MPH. After receiving numerous public comments and following a thorough discussion, the Committee voted 2 to 1 to recommend not moving forward with the installation of the temporary speed tables.

Staff then presented a report on the recent skunk related complaints, and whether the Village should consider additional services to residents. The Commission determined that the number of skunks has definitely increased over the past year, and asked that staff increase public information placed on the website regarding how to reduce the likelihood of a skunk entering a resident's property.

#### PLAN COMMISSION WORKSHOP

The Northbrook Plan Commission held their regular meeting on Tuesday, February 15. Because no public hearings were scheduled, the meeting was devoted to a general discussion of the types of planning projects that the staff and commission felt were needed over the course of the next twelve to eighteen months. The Plan Commission received a general briefing on the Downtown Planning Study (Funded largely by an RTA grant) that should commence in June and last approximately nine months. Staff also described a study planned to review the land use, zoning, annexation and flooding issues associated with the area on the east side of Shermer Road and south side of Techny Road. This area was identified as appropriate for Commercial Service uses, and a new zoning district is needed to properly accommodate that mix of uses. The Commission also supported coordinated efforts to look at redevelopment and flood protection options.

Staff and Commissioners then discussed a variety of initiatives to review and update the Village's codes and ordinances, most notably certain sections of the Zoning Code. Particular items that need to be reviewed include:

- Update to certain parking & loading standards;
- Identification of new stormwater options, particularly in areas where there are known drainage problems (also tie-in with the Stormwater Master Plan);
- Resolve the issues associated with "attics" and residential FAR;
- Sign regulations – selective update;
- Group home standards – update for compliance with Fair Housing Act;
- Move away from the S.I.C. Code system for land use designations in the Zoning Code;
- Review the variation standards in the Zoning Code;

- Possible changes to downtown zoning – following downtown planning initiative.
- Several new zoning districts – particularly Commercial Services (look at results of Shermer/Techny study).

The Plan Commission supported having a series of joint meetings with the Board and other Village Commissions to discuss planning issues in greater detail. They also asked staff to look at the possibility of bringing in guest speakers on specialized topics and inviting other commissions to those meetings, as appropriate. The next meeting of the Plan Commissions will be held on March 1.

#### ENVIRONMENTAL QUALITY COMMISSION

The EQC held its regular meeting on Thursday evening. During the meeting, a report was presented on the Master Stormwater Plan draft by Commissioner Reynolds, who attended the last Stormwater Commission meeting. During the Stormwater meeting, President Frum suggested that the two Commissions form a subcommittee to consider environmentally friendly, best management practices for the Plan going forward.

Commissioner Paul provided a report of his visit to the North Shore Environmental Group, a grassroots effort of North Shore citizens to affect positive change on the environment. The Commission discussed the Center for Neighborhood Technology's report showing the total energy usage of each community in the area. The Commission feels that this can be useful information in the future, and would like to compare the averages to individual resident energy use. The group then heard a report from Sarah Moskowitz from the Citizens Utility Board (CUB). CUB has a software program that will monitor residential energy use and track any energy savings. The Commission voted to recommend that the Village put this tool on the Northbrook website green page.

The Commission will have a booth at the upcoming Earth Day event. The Commission's next meeting is scheduled for March 17.

#### YOUTH COMMISSION

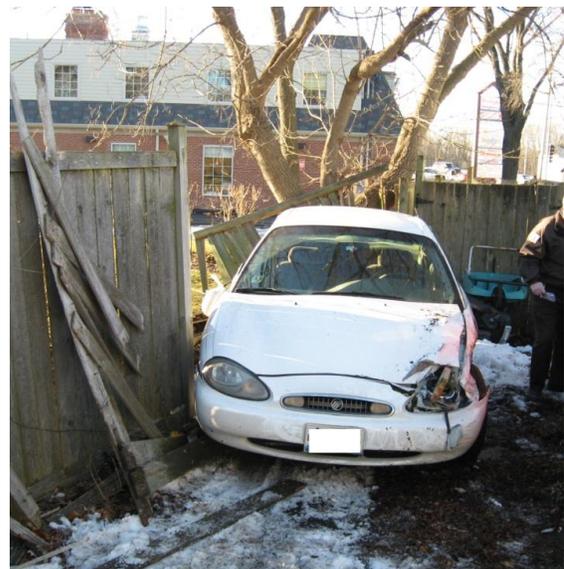
The Youth Commission held their regular meeting on Wednesday. Besides approving the January minutes, the only other item on the agenda was rehearsal for next week's 14<sup>th</sup> annual Quiz Bowl. The Quiz Bowl will be on Thursday, February 24 at 5pm. The next regular meeting will be on March 16.

#### CENSUS RESULTS

Census results for Illinois indicate Northbrook's population is 33,170. The 2010 Census reveals more than population counts. It also includes data on race, Hispanic origin, voting age and housing units. The census data are also used by state officials to realign congressional and state legislative districts. Details of the results can be found at <http://factfinder2.census.gov>

#### CAR LEAVES ROAD AND STRIKES DECK AND FENCE

Friday morning, February 18, Northbrook firefighters were called to Glenbrook Countryside (Northbrook Rural Fire Protection District) for an accident involving an elderly man who was driving westbound on Oakwood. He drove off the roadway into someone's front yard, striking their front deck stopping the forward movement of the car. As the homeowner was coming outside to see what happened, the driver backed his car up and struck another vehicle and a fence. The driver claims the gas pedal to his car got stuck.



The driver was taken to Glenbrook hospital with neck pain and for further examination. His car had to be towed from the location.

#### WARMER WEATHER CAUSES WATER LEAKS

When warm weather follows a stretch of very cold weather, the incidence of water leaks in buildings tends to increase. Late Friday afternoon, February 11, firefighters were called to a townhouse on Farnsworth where they found a water pipe in a wall between the garage and the laundry room had burst. Even though firefighters shut off the water and tried to reduce the water damage, the furnace failed after becoming wet.

Saturday evening, February 12, firefighters were called to a townhouse in the 2300 block of Ascot for an Automatic Fire Alarm. On the scene they found that a water pipe in the garage of an unoccupied unit had burst and was running out into the driveway.

Sunday night, February 13, firefighters responded to Building 5 on the Underwriters Labs property where they found a ruptured low pressure steam pipe. Maintenance workers shut down the steam pressure and firefighters checked the building to verify that there was no structural damage to the building.

Monday afternoon, February 14, firefighters were called to a Condominium building on Rudolph Drive where they found a burst pipe in the parking garage that was flooding the garage area. Firefighters shut down the water supply and assisted with removal of the water. Cause of this leak may be related to a malfunctioning heater next to the pipe.

In each case, Fire crews worked with the property managers or homeowners to minimize the damage and return the property to livable conditions.

#### SECOND ALARM IN LINCOLNWOOD

Monday afternoon, February 14, the Lincolnwood Fire Department called both a first and second level Box Alarm for a structure fire on St. Louis Avenue. Northbrook Tower 12 responded on the first alarm and Battalion 10 (Command Officer) responded on the second alarm. The fire was deep seated in the basement and had traveled up, throughout the structure by the time Northbrook units arrived. Firefighters from Tower 12 operated hose lines in the structure while Battalion 10 managed staging for additional incoming units. More than a dozen fire apparatus, including two units from Chicago, responded to the incident. Northbrook units returned just over two hours after being called. Northbrook Paid-On-Call firefighters covered Station 12 during this incident.

#### MWRDGC PROPOSED SANITARY INFILTRATION/INFLOW REQUIREMENTS

Village Engineer Paul Kendzior, along with 13 other technical staff and elected officials representing suburban Cook County, met on February 14 with Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) Commissioners Debra Shore and Marlyana Spyropoulos to discuss the local ramifications of the proposed sanitary sewer Infiltration/Inflow (I/I) requirements by the MWRDGC.

Infiltration is defined as ground water that enters the sanitary system through defective pipes, manholes and other structures. Inflow is defined as surface and ground water that enters the sanitary system through improper connections. The new I/I requirements would apply to all separate sewer communities, which includes Northbrook along with almost everyone else. A separate sewer community is one that has both storm and sanitary sewer systems. A combined sewer community, like the Cities of Chicago, Skokie and Evanston, has one sewer system that drains both sanitary waste and rainwater.

The major objective of the new I/I requirements is to eliminate basement back-ups and other sanitary overflows in the system, most of which occur during heavy rainfall events. All parties agree that the objective is of the utmost importance. The difference in opinion is how to achieve this objective. Most basement back-ups and other sanitary overflows occur in combined sewer communities, although separate sewer

communities are not immune. Northbrook did have several reported sanitary sewer basement back-ups during the September 13-14, 2008 rainfall event. MWRDGC is proposing to reduce the discharge from each separate sewer community to 150 gallons per capita day (gpcd). Right now Northbrook's current estimated sanitary discharge is 564 gpcd. For comparison, Glenview's current estimated discharge is 755 gpcd. Northfield's is 816 gpcd, Glencoe is at 624 gpcd and the suburban average is 526 gpcd. To achieve a sanitary discharge of 150 gpcd is unrealistic for any community. 75 to 80% of a communities' I/I enters through private service laterals, which would cause us to impose numerous new requirements on property owners.

The current proposed permit language reads that a community with basement back-ups and other sanitary overflows and a discharge in excess of 150 gpcd will need to implement additional measures (in addition to annual sanitary sewer point repair and lining programs) to reduce their I/I. If this language is to stay, clarification is needed as to the "threshold" or number of basement back-ups and/or other sanitary overflows that this new requirement **would** apply. There also needs to be discussion as to how the biggest contributors of I/I, the combined sewer communities, are going to be handled. They just cannot be left alone as is currently proposed.

Both MWRDGC Commissioners agreed that clarification is needed to the proposed permit language and will talk with their staff to see if a reasonable range for the reduced discharges can be utilized as opposed to the unrealistic figure of 150 gpcd. The Commissioners also indicated that they will stress to MWRDGC administrative staff to be more flexible when working with the suburban communities on this issue. The Commissioners also mentioned that MWRDGC's long time Executive Director has retired and the recruitment process is underway for a new Director. One of the charges to the new Director will be to improve the working relationship with the suburban communities. It is hopeful that this would involve a data driven process with reasonable and cost justified measures to further reduce sanitary basement back-ups and other overflows in the system.

#### SNOW CLEAN-UP

Public Works staff assisted Glenbrook North High School by removing 107 loads of snow from its parking lot on Saturday, February 12 to ensure enough parking was available for a special event they were hosting.

#### MFT ANNUAL ASPHALT STREET RECONSTRUCTION AND REHABILITATION PROGRAM

As mentioned in previous weekly briefings, the Village is partnering with the Village of Glenview to jointly bid its MFT road reconstruction and rehabilitation program. This effort is part of a broader municipal partnering initiative to obtain lower unit prices based on increased economies of scale. Staff has requested \$930,000 in the FY 2011/2012 budget for street rehabilitation work utilizing Motor Fuel Tax (MFT) funds. Final plans and specifications for this work are due to the Illinois Department of Transportation by February 25.

Advertisements for this work will be published on March 1 and the bid opening is scheduled for March 7. The IDOT required Intergovernmental Agreement for this project and MFT Fund Appropriation Resolutions are anticipated to be on the agenda for the March 8 Village Board meeting.

#### MWRD SEWER LINING PROJECT

The Metropolitan Water Reclamation District's (MWRD) contractor, Kenny Construction, has began the lining process of its sanitary interceptor sewer in Northbrook at Meadowhill Park on Monday, February 14.

Residents are reminded that this work requires around the clock closure of the outside lane of southbound Waukegan Road between Maple Avenue and Voltz Road, which may create some disruptions in traffic. The lane closure should be in effect for roughly three weeks while work occurs.

#### VILLAGE PARTNERS WITH MORTON ARBORETUM TO HOST ALB TRAINING

The Village of Northbrook teamed up with the Morton Arboretum to host a training session on "Surveying for the Asian Longhorn Beetle (ALB)" on Friday, February 18. The beetle is believed to have been eradicated in the State of Illinois, however arborists like those in the Public Works Department, continue to watch for the reappearance of this destructive beetle. Like the Emerald Ash Borer, the Asian Longhorn Beetle attacks the

part of trees between the trunk and bark, eventually killing the tree. Participants from numerous Villages attended. There was a classroom session used to teach surveying techniques and a field session used to put the techniques learned to use. Participants surveyed parkway trees in Northbrook's Williamsburg neighborhood—no ALBs were found.

**WEEK OF FEBRUARY 21, 2011**

<b>MON.</b>	<b>2/21</b>		<b>PRESIDENT'S DAY -- <i>Village Hall Closed to Public</i>– CLEAN UP DAY</b>
		9:00a.m.	<b><i>CLEAN-UP DAY MEETING (For All Village Hall Employees) – Board Room</i></b>
<b>TUES.</b>	<b>2/22</b>		<b>Consolidated Primary Election Day</b>
		7:30 a.m.	ICDC – Terrace Room
		9:00 a.m.	Student Government Day Planning Meeting – GGCR
		7:30 p.m.	Regular Meeting of the Board of Trustees – <b>Cancelled</b>
<b>WED.</b>	<b>2/23</b>	3:00 p.m.	Code Compliance Meeting– DPS Conference Room
<b>THURS.</b>	<b>2/24</b>	7:30 a.m.	Monthly Chamber of Commerce Board Meeting
		9:00 a.m.	Northbrook User' Group – <b>Cancelled</b>
		4-6 p.m.	Youth Commission Quiz Bowl – Board & Tower Roomw, Shermer Study
<b>FRI.</b>	<b>2/25</b>		