

MEMORANDUM

TO: STAFF

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

FROM: Richard Nahrstadt, Village Manager

DATE: December 16, 2011

RE: STAFF BRIEFING

WEEK OF DECEMBER 12, 2011

NORTHERN ILLINOIS POLICE ALARM SYSTEM (NIPAS) TRAINING EXERCISE

On Thursday, December 15, Northbrook Police hosted a NIPAS Containment Team exercise. Twenty-five member representatives from NIPAS went through classroom instruction and a mock search warrant exercise at a vacant residence on Sanders Road. Among other call-out duties, NIPAS is called upon to serve high-risk warrant searches. The neighborhood was advised in advance of the exercise wherein the NIPAS members were dressed in their "SWAT" style uniforms, carrying realistic looking weapons, and the NIPAS Mobile Field Force vehicle.



REGULAR BOARD OF TRUSTEES MEETING

The Board held a regular meeting on Tuesday, December 13. A Public Hearing was held on the proposed 2011 Tax Levy. After the hearing was closed, the Board unanimously passed an Ordinance approving the levy. The items under the Consent agenda passed unanimously, including a Resolution initiating the submission of a public question on the March 20 primary election ballot to authorize the Village to adopt an "Opt-Out" program for the supply of electricity to residential and small commercial retail customers and a Resolution approving an Intergovernmental agreement establishing the North Shore Electrical Aggregation Consortium. Under the Planning & Zoning report, the Board approved the documents annexing the Frake Properties (1635, 1855, 1863 & 1875 - 1881 Techny Road). Also under this Committee report were six (6) preliminary hearings.

The next Regular Meeting of the Board of Trustees will be on Tuesday, January 10, 2012.

TECHNY ROAD (SHERMER TO PFINGSTEN) JT PROJECT

This week our consultant HLR, Inc. submitted the final engineering drawings and bidding documents for the reconstruction of Techny Road between Second Street and Pfingsten Road. This project will also include Phase 3 of the comprehensive Techny Drain project, which is a storm relief sewer between Second Street and Pfingsten Road. The Village is partnering with the Cook County Highway Department (CCHD), which will transfer jurisdiction of the roadway when the construction contract is awarded. Phase 4 of the Techny Drain project (Pfingsten Road storm relief sewer) will be included as a bid alternate. The anticipated schedule has the project being advertised for competitive contractor bids by late December with a contract award in February. Construction would then begin in spring and continue until the end of 2013.

PLAN COMMISSION

The Plan Commission reviewed preliminary engineering plans and reports for the proposed senior housing development at 952-1000 Sunset Ridge Road, The Lodge (Techny EC-2A), a three-lot residential subdivision at 1435 Pfingsten Road and the Old Willow Road Sports Complex.

STORMWATER MANAGEMENT COMMISSION

The Commission met on Thursday evening of this week to discuss the proposed change order to the consultant's design contract for the New Master Stormwater Plan to prepare an Addendum to study the six additional flooding areas that came to everyone's attention following the heavy rainfall events in May and in July of this year. These six additional areas are as follows:

- 1100 Block of Blackthorn Lane;
- Brittany Road (Bordeaux to Dauphine);
- Dehne/Glendale Intersection;
- Landwehr/Sunset Trail Intersection;
- Longvalley Road/Longvalley Cul-De-Sac; and
- Surrey Lane.

Numerous residents from these areas requested to be included in the New Master Plan during the Open House and Public Works Committee meetings. The Commission unanimously recommended approval of the change order to prepare an Addendum to study these six additional areas and include them in the New Plan. Staff will prepare a draft Resolution for the Board's consideration for one of the scheduled Regular meetings in January.

The Commission concluded the meeting with an initial discussion of the new six (6) member sub-committee to be formed with the EQC to include: Stormwater Best Management Practices (BMPs) in the applicable stormwater improvement projects in the New Plan; and possibly undertaking an outreach initiative to promote the use of rain barrels, vegetative swales and rain gardens on individual properties to address nuisance drainage concerns. The Commission will tentatively meet next on February 16, 2012 to further discuss the initial tasks of the new sub-committee with the EQC.

WEST FORK BANK STABILIZATION PROJECT

A maintenance permit has been submitted to the United States Army Core of Engineers for stabilization of approximately 125-feet of the north bank on the West Fork behind Do-It Best Hardware. The RFP for this work will be mailed later this week. It is anticipated to open bids on January 12. The engineer's estimate for construction of this project is \$40,000.

NORTHBROOK HAS ANOTHER CERTIFIED ARBORIST

The Public Works department is proud to have another certified arborist on staff. Maintenance Worker Anthony Ruiz passed the examination to become an ISA (International Society of Arboriculture) Certified Arborist. To pass the written examination, applicants must demonstrate their proficiency in a broad range of forestry topics. We congratulate Tony on his accomplishment.

PARKWAY TREE TRIMMING PROGRAM

The Village's parkway tree trimming program for 2011/12 is underway. The Village trims parkway trees to prevent unnecessary damage during storms and protect pedestrians and motorists from low hanging branches, promote the health of the tree, and to protect the trees aesthetics. Trees are trimmed during their dormant periods, between October and April, to minimize trauma to the tree. The contractor is currently trimming south of Dundee Road at Peachtree Lane and Western Avenue and has trimmed 675 parkway trees to date.

CROSSING GUARD ANNUAL APPRECIATION

On Monday, December 12, the Police Department held their annual appreciation luncheon for Northbrook School's Crossing Guards. Twenty guards attended the luncheon. A plaque was presented to Guard Don Kreutzer who retired after serving the Village for twenty-two years. Thank you Don!

BURGLARIES

The Police Department is investigating one attempted residential burglary which occurred in the 800 block of Midway Road, three residential burglaries (2600 block of Farnsworth Lane, 2300 block of Brentwood Road, and

1900 block of Alexandra Court), and one burglary to a motor vehicle occurring in the 2700 block of Techny Road (YMCA)

GBN PRESENTATION

Chief Wernick addressed approximately 50 students from Glenbrook North High School's Forensic Science classes this week. Forensic Science is an elective course given by the Science Department for juniors and seniors.

TOYS FOR TOTS

The annual U.S. Marines Toys for Tots program collected over 450 toys through generous donations. The items were collected at the Village Hall, Fire Department Headquarters and the Police Department lobby. On behalf of the U.S. Marines, the Police Department thanks all who participated.

NORTHBROOK FIRE DEPARTMENT HOSTS HAZARDOUS MATERIALS RESPONSE DRILL

The Fire Department hosted the MABAS Division 3 Hazardous Materials Response Drill at NIPSTA. The drill tested notification and response procedures with local 18 member departments. Technicians exercised their abilities in an obstacle course while wearing a fully encapsulated suit and air pack. The Northbrook Fire Department also supplied a standby ambulance for the duration of the drill.

NEW NORTHBROOK RURAL FIRE PROTECTION DISTRICT TRUSTEE

Mr. Deal Alexander has been appointed the new trustee of the Northbrook Rural Fire Protection District by Northfield Township Supervisor Jill Brickman and Board members. He will be sworn in at the RFPD quarterly meeting on January 12, 2012. Dean has been a long time resident of the Northbrook area. He and his family have been in Northfield Township since 1968, first in the Village of Northbrook and then in the Mission Hills community since 1997. He served 20 years in the U.S. Army, active and reserve, retiring at the rank of Lieutenant Colonel and spent 30 years in the Healthcare products industry. Dean is the chair of the Public Safety Committee in the Mission Hills Homeowners Association as and is an active member of Rotary. Mr. Alexander is also a graduate of the Northbrook Fire Department CERT (Citizen Emergency Response Team) program. The RFPD is excited about Mr. Alexander's appointment and feels his involvement with the Rural Fire Protection District will be a great fit.

WEEK OF DECEMBER 19, 2011

MON.	12/19	No Meetings
TUES.	12/20	Hanukkah begins at Sundown
	9:00 a.m.	Department Head Staff Meeting - Cancelled
	7:30 p.m.	Committee of the Whole - Cancelled
	7:30 p.m.	Plan Commission - Board Room
WED.	12/21	No Meetings
THURS.	12/22	First Day of Winter
FRI.	12/23	No Meetings

ATTACHMENTS:

- Committee of the Whole Meeting on December 20, 2011- **CANCELLED**
- Regular Board of Trustees Meeting on December 27, 2011- **CANCELLED**
- Planning & Zoning Committee meeting on January 10, 2012
- Regular Board of Trustees Meeting on January 10, 2012
- Committee of the Whole Meeting on January 17, 2012
- Public Works Committee Meeting on January 24, 2012
- Regular Board of Trustees Meeting on January 24, 2012