

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: November 16, 2012

RE: STAFF BRIEFING

WEEK OF NOVEMBER 12, 2012

REGULAR VILLAGE BOARD MEETING- NOVEMBER 13

At the Regular meeting Tuesday night, the Village Board previewed the holiday Shop Northbrook campaign television commercial. The commercial was a joint effort between the Village, the Northbrook Chamber of Commerce and the Chicago's North Shore Convention and Visitors Bureau. The commercial was well received and will run on selected Comcast channels in Northshore communities during the upcoming holiday season. The Board also recognized Cantor Steve and Susan Stoehr for their 25 years of service to the community. The Board also recognized the Northbrook Public Library for being awarded a 5-star rating (the highest available) by the National Library Journal Index. Additionally November 18th was proclaimed to be North Northfield Methodist Church Day in recognition of their 175th Anniversary. The Board also conducted a preliminary review of the proposed mixed-use development on the northwest corner of Skokie Blvd and Dundee Rd. The proposal features a multi-story rental complex as well as a Mariano's grocery store. The proposed development will be discussed next at the Plan Commission. The Board also approved an ordinance issuing Taxable General Obligation Bonds and non-taxable General Obligation Bonds for the primary purpose of restructuring existing debt. The restructuring will result in the Village saving approximately two million dollars without extending the life on any of the issues. A portion of the savings are for a Library issue. The Board thanked Finance Director Rowitz for his idea and work to re-structure the existing debt with tremendously positive results.

WHERE HAVE YOU BEEN SHOPPING? NORTHBROOK!

This holiday shopping season a 30-second commercial highlighting the Northbrook shopping and dining experience will air on Comcast. The purpose of the commercial, which can be viewed at <http://www.youtube.com/watch?v=Alz7Zw3wUyc>, is to keep Northbrook on the top of North Shore shoppers' minds. The commercial is part of a Shop Northbrook campaign sponsored by the **Village of Northbrook**, the **Northbrook Chamber of Commerce and Industry** and the **Chicago's North Shore Convention and Visitors Bureau**.

During a 5-week period beginning this weekend and running up until Christmas, the commercial will air 950 times in the North Shore region on the following Comcast carried networks – A&E, BRAVO, FOOD, HGTV, Lifetime, TNT, and USA. In addition, the commercial will be posted on the Village and Chamber's websites as well as through other social media such as YouTube and Facebook. In addition to the commercial, the Shop Northbrook campaign consists of the Chamber's printed shopping and dining guide, a micro-website (www.shopdinenorthbrook.com), as well as posters and downtown banners.



WORK ON DOWNTOWN CODE AMENDMENTS TO BEGIN

Northbrook received a Transit-Oriented Development (TOD) Assistance Program grant from the Regional Transportation Authority (RTA) to analyze the Village's downtown land use regulations. The grant covers 100% of the costs associated with a consultant to review our downtown zoning regulations and recommend any changes we believe are warranted.

We received word that the RTA has selected Farr Associates as the consultant to work with Northbrook and two other suburban communities through its. Farr Associates will be working with three municipalities, including Northbrook, to update each community's zoning and land use regulations to promote downtown redevelopment as envisioned in each community's plan. Farr Associates is known for its transit-oriented development work and expertise with "form-based" development codes, something our downtown plan recommends exploring.

Staff will shortly begin working the consultant to review the development regulations ideas expressed in the downtown plan. The staff and consultant will work with an appointed Village advisory committee on specific amendments to our development regulations. The advisory committee will likely be formed and begin meeting in early 2013.

RESCHEDULED ACC MEETING – NOVEMBER 14

The Northbrook Architectural Control Commission (ACC) held a rescheduled regular meeting on Wednesday evening. The November 8 meeting had to be rescheduled due to a lack of a quorum. The ACC held a lengthy meeting to go over several important topics, as summarized below:

- The ACC reviewed the conditions that prompted a business to begin occupying an expanded building without calling for inspections or obtaining an occupancy permit. The business owner and general contractor appeared at the meeting to explain the events that led to this situation. The staff had asked the ACC for their input on what types of fines or penalties should be assessed. Discussion of the topic was continued to the December meeting.
- The ACC also continued its review of construction issues raised by a resident on Prestwick. The commission asked staff to conduct additional research on when and where construction fencing should be required. They also had a detailed discussion of technical issues associated with venting for high-energy furnaces. Discussion of this topic was also continued to December.
- The majority of the meeting was devoted to completing a review of Chapter 3 of the 2012 International Residential Code. The ACC agreed to eliminate several local amendments associated with the 2006 code; however, they favored strengthening the standards for requiring railings, guards or covers for window wells. A majority of the commission felt that as window wells have gotten wider and deeper, they pose a safety hazard. The current local amendment only requires a cover or railing if a window well is within three feet of a walkway. The staff hopes to have the ACC complete its review of the 2012 IRC in December, so that they can commence work on the other 2012 building codes.
- The ACC also authorized staff to approve the six (6) new single-family homes submitted. The six plans submitted is by far the most that have come before the ACC in the past three years.

The next regular meeting of the ACC is scheduled for December 13, 2012.

POLICE DEPARTMENT

Eight burglaries to Motor Vehicle reports were taken by the Police Department over the weekend of November 9 through November 12. One occurred on Greenwood Road, one on Techny Road and six involved storage trailers parked in the rear lot at 1900 Willow Road. These six cases on Willow Road were cleared by an arrest. Recovered property is being inventoried for return to the victims.

On Wednesday afternoon, November 14, a woman reported to Police that she was robbed at Northbrook Court. Detectives investigating the case discovered inconsistencies. Upon further interviewing, the Chicago woman admitted that she had invented the story, was arrested and charged with one count of felony Disorderly Conduct.

Northbrook Detectives traveled this week to St. Charles County, Missouri and arrested a man on a Northbrook warrant for Aggravated Criminal Sexual Abuse. The subject waived extradition, was transported back to Northbrook, arrested and subsequently turned over to the Cook County Sheriff's Department.

NORTHBROOK BATTLES LARGE LANDSCAPE STORAGE FACILITY FIRE

At approximately 5:00pm on November 14, the Northbrook Fire Department responded to a reported storage building fire in the 2500 block of Pfingsten Road. Upon arrival crews found heavy fire coming from a large landscape storage facility. Fire crews concentrated initial efforts to prevent the fire from spreading to other structures once it was determined there was no life safety issues within the structure. It took approximately two hours utilizing 33 firefighters from four different towns to bring the fire under control. Northbrook Stations were covered by call back personnel and equipment from neighboring towns through automatic aid agreements. The fire is currently under investigation with damage and equipment loss estimates near \$700,000.00.



TECHNICAL RESCUE TEAM RESPONDS TO DEERFIELD FOR WINDOW WASHER STUCK ON 7th FLOOR

At approximately 1:30pm on November 9, the Deerfield Fire Department requested a Technical Rescue Box Alarm assignment for the window washer stuck on the seventh floor of an office building. Three members from the Northbrook Fire Department responded to the incident with MABAS Division 3's Technical Rescue Vehicle that is currently being stored in Northbrook this month. One of the responding members from Northbrook was Firefighter/Paramedic Brian Kurban who is certified at the Technical Rescue Specialist level and is trained in High Rise rescue operations. The technical rescue team was assembling equipment as Deerfield Truck 20 was able to reach the victim and safely bring him to the ground for a medical evaluation.

SUDDEN DROP IN TEMPERATURE CAUSES MULTIPLE VEHICLE ACCIDENTS ON TRI STATE TOLLWAY

At approximately 10:00pm on Monday evening, November 12, 2012, Fire Department crews responded to a multivehicle accident on the northbound Tristate Tollway just South of Lake Cook Road. A little earlier there had been a dusting of snow and the temperature dropped just below freezing. A sheet of ice formed on the bridge over the Spur causing six vehicles to collide, including a semi that slid into the ditch. There were no injuries but fire department personnel assisted the semi driver out of his damaged cab. The state police facilitated the cleanup. As a result of the drop in temperatures, multiple accidents occurred on the Tristate ramps and bridges Monday night.

NORTHBROOK RESPONDS TO WINNETKA TO ASSIST WITH STRUCTURE FIRE

After cleaning up from Northbrook's own structure fire, Northbrook equipment was summoned in the early morning hours of November 15 to assist Winnetka with a structure fire. Northbrook Engine 11 and Battalion 11 responded to the 800 block of Bryant Ave in Winnetka. Upon arrival Engine 11 assisted with water supply operations and fire exposure control while Battalion 11 assisted with command operations. The house was unoccupied at the time of the fire due to remodeling currently being conducted within the structure. Northbrook call back personnel staffed reserve equipment for approximately 3 hours until units returned from Winnetka.

NEW AUTOMATED PARKING MACHINES

On October 9, the Village Board authorized the purchase of eight automated parking machines for use in the commuter lots. The machines will replace the existing slot boxes and will allow commuters to pay for parking using cash, coin, credit card or pay-by-cell. In addition, the new machines allow commuters to pay for parking at any of the eight locations and provide a receipt as proof of purchase.

Over the last week, the Village's electric contractor, Kordick Electric, along with Public Works crews have conducted the preparatory electrical and concrete work. The Village's sign contractor, Highway Technologies, will install the new parking stall signs (with the new number only configuration) on Saturday, November 17. The parking machines are being installed on Friday, November 16 and will be fully operational by Monday, November 19. The pictures depict the new machines after they were installed at the train station and a Public Works crew removing the old pay box from the Village Hall parking lot.

Staff has made every effort to ensure that commuters are aware of the new parking machines. Signs are displayed in multiple locations around the train station, including at each pay box location. Staff was on hand for three days this week during the morning rush to hand out flyers and answer questions. Information, including an instructional video, is posted on the Village's website (<http://www.northbrook.il.us/index.aspx?page=576>). Staff from the Village and the parking machine vendor, Total Parking Solutions, will be on hand next week to assist morning commuters with the operation of the new machines.



TECHNY ROAD OPENS TO TWO-WAY TRAFFIC

Construction along Techny Road is nearly complete. The final pavement markings were installed this week and the road has been reopened to two-way traffic. The photo shows Techny Road looking eastbound from Birch Road. The only remaining work is the installation of the new traffic signal at the Pfungsten intersection.



2012 WATER MAIN IMPROVEMENTS

Over the last week, the concrete subcontractor, Alliance Contractors, completed the restoration of all disturbed concrete sidewalk, driveway, and street pavement. The lead contractor, Lenny Hoffman Excavating, has substantially completed the rough grading of topsoil at all disturbed lawn areas. The final lawn restoration work will be completed in the spring, which includes final grading of topsoil, seeding, fertilizing, and covering the areas with a protective biodegradable straw blanket. It is anticipated that Lenny Hoffman Excavating will complete the restoration of all disturbed asphalt driveway and roadway pavement on Friday, November 16 and they will remove equipment from the worksite on Monday, November 19.

WEEK OF NOVEMBER 19, 2012

SUN.	11/18	2-4pm	Northbrook's 111th Birthday Celebration- Historical Society
		12-3pm	175th Anniversary Celebration - North Northfield United Methodist Church
MON.	11/19		No Meetings
TUES.	11/20	7:30 p.m.	Plan Commission Meeting - Terrace Room
		7:30 p.m.	Committee of the Whole - Cancelled
WED.	11/21	7:00 p.m.	Youth Commission - Terrace Room
		7:30 p.m.	Interfaith Thanksgiving Service at Beth Shalom, 3433 Walters Ave.
THURS.	11/22		THANKSGIVING DAY - Village Hall Closed
FRI.	11/23		Day after Thanksgiving Day - Village Hall Closed

