

MEMORANDUM

TO: STAFF

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

FROM: Rich Nahrstadt, Village Manager

DATE: March 11, 2011

RE: STAFF BRIEFING

WEEK OF MARCH 7, 2011

REGULAR BOARD OF TRUSTEES MEETING

The Board held a regular meeting on Tuesday, March 8. Under the President's Report, Boy Scout Troop 64 was recognized for advancing their 100th Eagle Scout. We thank Troop 64 for their continued service to the community. Under the Consent Agenda, Resolutions were passed approving a purchase agreement for Cisco Smartnet Support Warranty with CDW Government, Inc., authorizing the use of Village property for a community garden and Approving a License and Use Agreement with the Northbrook Community Garden, Inc. The Resolution regarding a Highway Agreement with Heitman Investments for the property at 1200 Meadow Road was moved to the next regular meeting on March 22. Also under Consent, an Ordinance was approved amending the Northbrook Municipal Code (1988), as amended, regarding permitted hours of construction and demolition. Two sets of Committee minutes were approved under the Planning & Zoning (P/Z) report. Also under P/Z, three preliminary reviews were heard: a request for a Special Permit to Allow a Chiropractor Office in the I-1 District at 105 Revere Drive Unit F-1; a zoning and subdivision relief request to allow the construction of three single family residential structures on approximately 1.5 acres at 1435 Pflingsten Road; and, a request for a resubdivision, rezoning, and Special Permit to allow a sports center and trade contractor use at 1850, 1864, 1868, and 1870 Old Willow Road. Under the Public Works Committee report, Resolutions were passed approving an Intergovernmental Agreement with the Village of Glenview to establish a Joint Pavement Improvement Program and appropriating Motor Fuel Tax Revenues.

The next Regular Board meeting will be held on Tuesday, March 22.

POLICE OFFICER TEST

The current Police Officer Eligibility List will expire in November 2011. The Police Department hosted a meeting on Friday, March 11, with the Highland Park, Wheeling, Roselle, and Park Ridge Police Departments to formulate plans to hold a testing consortium. Jointly testing with several other communities will defray the expenses associated with the written test. While there are currently no openings for Police Officers at Northbrook, it is required to have a current Eligibility List. Staff will continue to explore this opportunity.

GOVERNOR SIGNS INTERNET SALES TAX COLLECTION BILL

On Thursday, Governor Quinn signed Public Act 96-1544 which requires online retailers that have a certain contractual relationship with an Illinois business to collect and remit the appropriate Retail Occupation Tax (State Use Tax) on sales made to an Illinois resident. Commonly referred to as the "Amazon tax", this law requires out-of-state businesses with in-state affiliates to collect state sales tax on purchases made by Illinois residents.

This legislation was an initiative of the Illinois Retail Merchants Association and was intended to level the playing field for brick and mortar retailers in Illinois. Major online retailers such as Amazon and Overstock.com

have fought similar initiatives in other states. Shortly after Governor Quinn signed the bill, Amazon notified their Illinois affiliates that they were severing their business relationships.

The State estimates this law will generate an additional \$150 million per year in Use taxes. If realized we estimate our per capita share to be \$40,000-\$50,000 per year. Due to the uncertainty surrounding this estimate and the potential for reduced internet sales, we are not increasing our budget estimate at this time.

MFT ANNUAL STREET REHABILITATION AND RECONSTRUCTION PROGRAM

As mentioned in previous briefings, we will be partnering with the Village of Glenview on the 2011 Asphalt Street Reconstruction and Rehabilitation Program. These efforts are part of our municipal partnering initiative that is intended to achieve lower costs for both municipalities through larger quantities and increased economies of scale. The Village of Northbrook has budgeted \$930,000 in the draft 2011/12 Budget in Motor Fuel Tax (MFT) funds for this work. Final plans and specifications have been prepared and submitted to IDOT for review. Staff from Glenview and Northbrook attended a pre-bid meeting this week to answer any questions from contractors in advance of the bid opening which is scheduled for March 17.

MWRD SEWER LINING WORK ON WAUKEGAN ROAD

The Metropolitan Water Reclamation District (MWRD) sanitary sewer lining work along Waukegan Road has been completed. MWRD's contractor, Kenny Construction, will be returning next week to complete patching on Waukegan Road.

WATER TOWER CONSTRUCTION UPDATE

Work on the new water tower resumed this week after a month-long hiatus that resulted in part from February's inclement weather and in part from a company-wide extended safety review and reevaluation by CB&I. Currently, sections of the main column, from the base to the upper transition cone, are being assembled on the ground. Recent rains have turned the site into a bit of a quagmire, slowing progress to some extent. Next week some of the internal piping will be installed. The following week a large crane will be employed to lift the tower sections up to the 90± foot height. The two main lifts will be 70,000 and 80,000 pounds.



NORTHBROOK AGAIN NAMED TREE CITY USA COMMUNITY

The Village has again been named a Tree City USA community for its commitment to its parkway trees. The Tree City USA program is sponsored by the Arbor Day Foundation in cooperation with the National Association of State Foresters and the USDA Forest Service. To be recognized by this program, Northbrook must meet several criteria, including fiscal commitments as well as demonstrating the community's dedication to its urban forest.

This is the 17th consecutive year the Village has received this designation. The Village of Northbrook embodies a Tree City USA community with its proactive tree trimming program, tree replacement program, and EAB Management Plan. Staff is currently working on plans for this year's Arbor Day celebration. Once plans are finalized, information will be included in future briefings.

RELOCATION OF WATER SERVICE FOR DUNBROOK SHOPPING CENTER

Public Works crews began working this week to relocate three water services for the Dunbrook Shopping Center to a section of water main on Dundee Road with a history of fewer breaks. This service line relocation work will be complete on Monday, March 14. Public Works has been working with the property owner and tenants in the Dunbrook Shopping Center to coordinate this work and to minimize interruptions to their water service.

LAKE-COOK ROAD CONSTRUCTION STARTING SOON

The Cook County Highway Department has informed us that the scheduled concrete pavement patching and grinding project on Lake-Cook Road between Wilmot and Pfingsten Roads will begin on Monday, March 14 with daytime lane closures to complete advanced utility and temporary traffic signal work. Starting on April 1, traffic will be reduced from two-lanes to one-lane in each direction to complete the roadway rehabilitation work. The anticipated completion date for this project is November 1. The contractor is Capital Cement Co., Inc.

FALSE 911 CALL

On Wednesday, March 9, the 911 Center received a cellular call from a woman who stated she was having trouble speaking and difficulty breathing. She stated she was in a black car and unsure of her location. The 911 Telecommunicator, while continuing to question the caller on her location and receiving only garbled responses, inputted the latitude and longitude into the Village mapping system where it plotted her at the intersection of Dundee and Pfingsten. Police and Fire units were dispatched and reported initially they were unable to locate a black vehicle near this immediate area. The Telecommunicator instructed the woman to continually sound her horn and flash her lights to draw attention. Officers heard the horn across the street in a parking lot. The Telecommunicator remained on the line with the woman continuing to give instructions until Police and Fire units arrived on the scene and could be heard speaking with the woman. After the incident was cleared, it was learned that this caller had been previously released from an area medical facility after being diagnosed as a malingerer (a medical term that refers to a person who fabricates or exaggerates the symptoms of mental or physical disorders for a variety of secondary gain motives). While this person may not have been in distress, it in no way diminishes the efforts of the Telecommunicator who flawlessly handled the call (pin pointing a cellular call through the Village's information technology system) and the Police and Fire units who responded.

WEEK OF MARCH 14, 2011

SAT.	3/12	12:30-2 p.m.	PENSION FORUM – Elaine Nekritz and Susan Garrett – Board Room
SUN.	3/13		DAYLIGHT SAVINGS TIME BEGINS
MON.	3/14	9am-5pm	Early Voting Starts – Board Room
TUES.	3/15	9am-5pm	Early Voting – Board Room
		9:00 a.m.	Department Head Staff Meeting – Terrace Room
		7:30 p.m.	Plan Commission Meeting – Board Room
		7:30 p.m.	Committee of the Whole – Cancelled
		7:30 p.m.	Administration and Finance Committee-Budget Workshop-Terrace Room
WED.	3/16	9am-5pm	Early Voting – Board Room
		6:30 p.m.	Villas North Homeowners Association – Terrace Room
		6:30 p.m.	CRC Awards Sub-Committee Meeting - GGCR
		7:00 p.m.	Youth Commission Meeting – DPS Conference Room
		7:30 p.m.	4 th of July Association – FD Station 11 Classroom
THURS.	3/17		 St. Patrick's Day
		9am-5pm	Early Voting – Board Room
		6:30 p.m.	Stormwater Management – Cancelled
		7:00 p.m.	Rescheduled Senior Services Commission – Crestwood Place
FRI.	3/18	9am-5pm	Early Voting – Board Room
SAT.	3/19	9am-5pm	Early Voting – Board Room