

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: March 12, 2010

RE: STAFF BRIEFING

WEEK OF MARCH 8, 2010

REGULAR BOARD OF TRUSTEES MEETING

The Board of Trustees held their regular meeting on Tuesday, March 9. Under the President's Report, a Resolution was approved recognizing former Northbrook resident Sam Harris who was named one of Chicago Magazine's "Six Who Made a Difference in Chicago [2009]." Also, a Resolution authorizing the Village's membership in the Pension Fairness for Illinois Communities Coalition was approved and consideration was given to a draft letter regarding comments on the Willow Road CSS study and public meeting.

Under Consent, a Resolution was passed approving the required site improvements for the Ponds at Sunset Ridge condominium development. During Preliminary Review, a review of the Comprehensive Plan Advisory Committee's (CPAC) recommendation to forward the draft Comprehensive Plan to the Northbrook Plan Commission for the necessary public hearings was discussed by Community Planning Director Tom Poupard. Under the Public Safety Committee report, a Resolution was approved for the joint purchase (Fire Department and the Foreign Fire Tax Board) of a Hasting Air Energy Control, Inc., of Lake Bluff, Illinois, Plymovent Exhaust Extractor System for Fire Department Station 12. During the Public Works Committee report, an Ordinance was passed approving a Level III Design Review Permit to allow the installation of 4 wireless antenna devices on the water tower located in the rear of 1227 Cedar Lane in the Village Green Overlay District and a Resolution was also passed approving the lease agreement with Clear Wire LLC of Nevada for ground space at 1227 Cedar Lane and attachment of antenna on the water tower. Under the Communications and Legislation Committee report, an Ordinance was passed to amend the Annual Fee Ordinance to increase the number of Class E Liquor Licenses for My Pie, 1363 Shermer. During the Quality of Life Committee report was passed approving a Positioning Statement for the Village of Northbrook.

The next Regular Meeting of the Board of Trustees will be on Tuesday, March 23 at 7:30p.m.

MARCH 11 ARCHITECTURAL CONTROL COMMISSION MEETING

On Thursday, March 11, the Architectural Control Commission held their regular meeting and reviewed a number of items.

- New Wall Sign at 1220 Meadow Road (change in business name). The applicant received approval of a Level II Design Review Permit from the ACC during the February 11, 2010 meeting to switch out the sign faces in the existing box signs to account for the business change of name to First Merit. The Applicant returned with a request to install 1 new box sign to replace the existing box wall sign on the south façade. The proposed box sign is 48 square feet which is 28 square feet larger than the existing 20 square foot sign currently located on the façade. The ACC found the sign to be generally appropriate and recommended approval to the Board of Trustees.

- Wall Sign at 1143 Church Street (change in business name). The *Prudential Preferred Properties* business located in the Northbrook Shopping Plaza recently underwent a change in name to *Prudential Rubloff Properties*. The Applicant requested a Level II Design Review Permit to replace the word Preferred with Rubloff on the one existent wall sign located on the west façade of the shopping center. The replacement text will be the same size, font style, and color as the existing with the same illumination. The ACC found the request appropriate and recommended approval of the Level II Design Review Permit.
- Single Family Elevations. The Commission reviewed and approved elevations for two single family residences. One will be located on Silver Pine Drive and the other on Ash Lane.

Under New Business on the agenda the Commission asked for clarification of the location of the proposed carriage walk at the new proposed Northbrook Garage Development which underwent ACC review in February. Staff indicated that the design of the carriage walk which was reviewed is undergoing additional redesigns to account for additional staff comments as well as due to grade changes on the site that could not be worked around. Staff is awaiting the submittal of the new plans.

BIKE TASK FORCE

At the March 10 meeting, the Bicycle Task Force (BTF) reviewed the remaining \$7,500 in this year's budget for bicycling activities. They decided to continue to try to contract with ATA to hold bike education programs in early May with the Park and Library districts. Staff emphasized that to use FY09/10 dollars for this project that the Village must have a signed contract with ATA and agreement with the Park and Library districts by the end of April in order to commit to holding such programs in early May. The BTF also finalized its FY10/11 work program. The BTF also asked staff to develop a list of business locations in the community that provide bike racks and post this list on the web page, in the Village newsletter, and on NTCV Channel 17. Through these sources, the BTF will also ask other businesses to let us know if they also have bike racks. In addition, these stories will feature the fact that Google now also provides directions for bicyclists.

BURGLARIES

A homeowner in the 1700 block of Lancaster Way returned home on Thursday, March 11, at approximately 1:00 p.m. and found the front door had been forced open. Several items of jewelry were taken.

A burglary to a 303 Taxi van, parked in the 900 block of Spring Hill Drive, was reported on Tuesday, March 9. The front passenger side window had been smashed and a radar detector removed.

Canvases of the areas were conducted and both scenes processed for evidence.

NORTHBROOK DIVE TEAM ASSISTS GLENVIEW

On Sunday, March 7, at approximately 12:30 p.m., Glenview Fire Department requested assistance from surrounding dive teams for a reported body in the Des Plaines River. Northbrook Dive Rescue 10 responded with three on duty divers. Kayakers on the Des Plaines River reported finding a body in the river approximately 20 feet from shore. Northbrook dive team members assisted Glenview with the recovery of one female victim. The incident was turned over to Forest Preserve District Police and is under investigation.

FOUR MEMBERS COMPLETE ADVANCED FIREFIGHTER III CERTIFICATION

During the week of March 1, Firefighter/Paramedics Chris Gorr, Dan Herstedt, Mike Lehman, and Peter Smith completed a week of practical skill examinations for certification of Advanced Firefighter III from

the Office of the State Fire Marshal at NIPSTA. They demonstrated 47 practical skills covering 17 different objectives. Sixty-three of our 66 career firefighters are now certified to the Advanced Firefighter III Level.

FIRE DEPARTMENT RECEIVES GRANT

The Northbrook Fire Department received a \$5,500 grant from the Illinois Emergency Management Agency (IEMA) for continued funding of the Citizens Emergency Response Team (CERT). The award will be used to recruit and train new CERT members, as well as maintain programs for veteran CERT alumni. Congratulations to Lieutenant Dave Crawford for successfully obtaining funding for this important community program.

ELECTRONIC WASTE RECYCLING

As of January 1, 2010, electronics manufacturers are required to recycle an amount of electronic waste equal to the amount they sell. Since Northbrook already has an e-waste program in place, those companies who now have to recycle electronics are interested in paying Northbrook to continue what has been until now a service funded by the Village. Northbrook recently entered into an agreement with Material Processing Corp (MPC). MPC wanted to partner with a community who already recycles electronics. MPC will pay the cost for the community to continue to have the recycling program. This will allow Northbrook to continue to offer electronics waste recycling free of charge, and save the Village about \$12,500 annually.

WEEK OF MARCH 15, 2010

SUN	3/14		DAYLIGHT SAVINGS TIME – SPRING AHEAD
MON.	3/15		NO MEETINGS SCHEDULED
TUES.	3/16	9:00 a.m.	Department Head Staff Meeting –Terrace Room
		11:00 a.m.	Greek Feast Grand Opening – Ribbon Cutting – Pflingsten & Sanders
		6:30 p.m.	Villas West Homeowners Association – Shermer Study
		6:30 p.m.	Administration and Finance Committee – Board Room, Table-Top, NCTV
		7:30 p.m.	Committee of the Whole – Cancelled
		7:30 p.m.	Plan Commission Meeting – Terrace Room
WED.	3/17		ST. PATRICK'S DAY 
		7:00 p.m.	Youth Commission – Terrace Room
		7:00 p.m.	4th of July Association - Cancelled, rescheduled for 3-24-10
THURS.	3/18	6:30 p.m.	Stormwater Management Commission – Public Works Center, 2 nd Fl.
		7:00 p.m.	Environmental Quality Commission – Terrace Room
FRI.	3/19		NO MEETINGS SCHEDULED
SAT.	3/20		First Day of Spring
SUN.	3/21	3:00 p.m.	Karen May/Elaine Nekritz/Susan Garrett Town Hall Mtg. – Board Room