

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: March 15, 2013

RE: STAFF BRIEFING

WEEK OF MARCH 11, 2013

REGULAR BOARD OF TRUSTEES MEETING

The Board of Trustees held a regular meeting on Tuesday. Under the President's Report, three (3) Proclamations were made: The hour of 8:30pm to 9:30pm on March 23 was proclaimed as "Earth Hour"; Sunday, April 7 through Sunday, April 14 was proclaimed as "Days of Remembrance Week"; and, the month of April was proclaimed as "National Code Enforcement Officer Appreciation Month" in the Village of Northbrook. During the Consent Agenda, the Board approved nine (9) Resolutions and two (2) Ordinances. The Board passed a Resolution authorizing the execution of a contract with Curran Contracting Company for the 2013 MFT Asphalt Street program as well as one authorizing an agreement for the Fourth of July fireworks display. Resolutions were also approved authorizing the Village of Northbrook's membership in the GIS Consortium. The Board approved an Ordinance abating a portion of the 2012 Property Tax Levy for Debt Service. During the Planning and Zoning Committee report, the Board held a preliminary review on a request by Blue Chip Marketing Worldwide (650 Dundee Road) for special permit approval on a wall sign above 20-feet in height.

The next meeting of the Board of Trustees will be on Tuesday, April 16, 2013 at 7:30pm.

BICYCLE TASK FORCE

The Bicycle Task Force held their bi-monthly meeting on Wednesday, March 13. The Task Force discussed the chances of the Village's application for a Congestion Mitigation and Air Quality Improvement (CMAQ) grant for the Phase I Engineering Study for the Skokie Valley Trail and potential ways to move forward if the grant is denied. The committee also spent time reviewing Illinois Department of Transportation's request for the Village to provide background information and comments for a preliminary engineering study for shoulder stabilization and pavement resurfacing of Shermer Road between Waukegan and Dundee Roads. Participation in the Village' Earth/Arbor Day event on April 20th was planned and will include a couple of Task Force members volunteering to distribute materials on bike safety and maps of bike routes throughout the local area. Lastly, the Task Force recommended projects staff could pursue to capitalize on potential funding from the Illinois Department of Transportation's Illinois Transportation Enhancement Program (ITEP). Ideas included additional bike parking at the Metra train station and working with the Park District on establishing route connections to various parks throughout the Village.

TECHNY ROAD/FOUNDERS DRIVE LIGHT POLE REPLACEMENTS

The Village's contractor, H&H Electric, completed replacement of 26 light poles on Techny and Founders Roads earlier this week. The existing steel poles had deteriorated at the base and have been replaced with aluminum poles that are more resistant to stressors such as road salt. Public Works staff worked alongside the contractor removing signs from the existing poles and reinstalled signs on the new pole.

TECHNY ROAD IMPROVEMENTS

The Village’s contractor, Home Towne Electric, is currently installing new traffic signal posts, mast arms, and signal heads at the intersection of Techny and Pfingsten Roads. Installation work is expected to be completed by the middle of next week. The new signal will become operational following the completion of the energy connection by Commonwealth Edison and approval by the Cook County Department of Transportation and Highways. Home Towne Electric



will remove the temporary signals once the new signals have been brought online. The photo depicts the contractor preparing one of the traffic signals for installation.

NORTHBROOK FIRE AND POLICE RECEIVE RECOGNITION AT COVENANT VILLAGE LUNCHEON

On Thursday, March 14, 2013, four Northbrook organizations were recognized at the annual luncheon at Covenant Village. The Northbrook Police Department, Fire Department, Northfield Township’s Food Pantry and the Northbrook Library were all represented at the luncheon. Chief Nolan, Division Chief Cassidy, Police Chief Wernick, Deputy Chiefs Caruso and Dunham, representatives from Northfield Township and the Library accepted donations, which were proceeds from Covenant Village’s annual Holly Fair. The Fire Department plans to use their donation to supplement various items for their paramedics, including special equipment for their teams and ambulances. Each year Chief Wernick solicits suggestions from Police Department employees on ways to use the gracious donation that will benefit the entire department. In years past, the donation has been used to upgrade and maintain the department’s Training/Classroom, exterior premises and Community Relations tools that benefit the community. The Departments would like to thank Covenant Village for this generous donation and recognition.

WEEK OF MARCH 18, 2013

SUN.	3/17		St. Patrick’s Day 
MON.	3/18	7:30 p.m.	ZBA - Cancelled
TUES.	3/19	9:00 a.m.	Department Head Meeting - Terrace Room
		6:30 p.m.	PW Committee Meeting - Terrace Room
		7:30 p.m.	Plan Commission - Board Room
		7:30 p.m.	Committee of the Whole - Cancelled
WED.	3/20	6:30 p.m.	Villas North Homeowners Association - Terrace Room
		7:00 p.m.	Youth Commission - Shermer Study
THURS.	3/21	1:30 p.m.	Art in the Park Planning Committee Meeting - Terrace Room
		6:30 p.m.	Stormwater Management Commission - PW Center
		7:00 p.m.	Environmental Quality Commission - Terrace Room