



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

**COPY:** Village President & Board of Trustees – Department Heads

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** March 11, 2016

**SUBJECT:** STAFF BRIEFING

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## WEEK OF March 7, 2016

### BOARD OF TRUSTEES REGULAR MEETING

The Village Board of Trustees held its regular meeting on Tuesday, March 8. At the meeting, the Board approved a number of resolutions and ordinances authorizing a variety of actions including agreements with Northern Weathermakers for replacement of the radiant heaters at Fire Stations 10 and 12, the Brickman Group, LTD for landscaping maintenance services in the Central Business District and at various Village facilities, Christopher B. Burke Engineering, LTD for engineering design for the Skokie Valley Bicycle/Pedestrian Trail System and School District 225 for the installation of IT equipment at Village Hall. Additionally, the Board approved a supplemental contribution to Youth Services of Glenview/Northbrook, the transfer of ownership and operation of a construction and demolition debris material recycling facility, a Class 6b incentive agreement with Matrix Financial Partnership, LLC/Atlas Fibre and the disposal of a surplus ambulance as well as the purchase of several pieces of public works equipment.

Under Planning & Zoning, the Board approved a planned development for a physical fitness facility, a child day care facility, and multiple family dwellings at 1000 Skokie Boulevard (Life Time Fitness Mixed Use Development). The Board will continue review of the proposed residential planned development at 1220 and 1230 Voltz Road (Anets Woods) on April 12, 2016.

The next Regular Board of Trustees meeting will be Tuesday, March 22, 2016.

### MARCH 10 ARCHITECTURAL CONTROL COMMISSION MEETING

The Northbrook Architectural Control Commission (ACC) held their regular meeting on Thursday, March 10. The following is a summary of the topics reviewed during the meeting:

1. Building Permit Extension Request 770 Skokie Boulevard – The ACC unanimously approved an extension of the date for the completion of the North Shore 770 apartment building to September 30, 2016. Building permits are only valid for 18 months from the date of issuance, and this large project will require approximately two years to be completed.

2. Review of PC Docket No. 15-19: 1179-1275 Shermer Road – Jacobs Homes Townhouses -- Most of the meeting was devoted to a review of the proposed townhome design that emerged from the Plan Commission review process. The Commission inquired as to why the plans did not come to the ACC before the Plan Commission made its recommendation and staff informed the commission that it was at the applicant's request that ACC review was postponed until the Plan Commission settled on a preferred site plan. The ACC did not make a formal recommendation to recommend approval or denial of the development, but instead offered individual comments on the design that they wanted transmitted to the Board of Trustees.
3. The ACC also reviewed and approved nine new Single Family Home Elevations.

The next ACC meeting is scheduled for Thursday, April 14.

#### A MESSAGE FROM THE FIRE DEPARTMENT

As a friendly reminder, Daylight Savings Time begins Sunday, March 13, at 2am, when we spring forward one hour for the purpose of making better use of daylight. As we set our clocks ahead, the National Fire Protection Association (NFPA) recommends testing your smoke alarms. Roughly two-thirds of home fire deaths occur in homes with no smoke alarms or no working smoke alarms. When smoke alarms fail, it is usually because batteries were missing, disconnected, or dead. The NFPA provides the following guidelines around smoke alarms:

- Test smoke alarms at least once a month using the test button.
- Make sure everyone in the home understands the sound of the smoke alarm and knows how to respond.
- Replace all smoke alarms when they are 10 years old.
- Replace the smoke alarm immediately if it doesn't respond properly when tested.
- Smoke alarms with non-replaceable (long-life) batteries are designed to remain effective for up to 10 years. If the alarm chirps, a warning that the battery is low, replace the entire smoke alarm right away.
- For smoke alarms with any other type of battery, replace batteries at least once a year. If the alarm chirps, replace the battery.

#### TREE TRIMMING

This week, the Village's tree trimming contractor continued operations on the commuter parking lots and larger trees along Techny and Woodlawn. Through Monday, March 14, the contractor will complete the trimming on Glendale Ave, Butternut Lane, Southbridge Lane and Evert Court, south of Techny Road. Once work has been completed at these locations, the trimming cycle will be complete. The contractor will resume work in November 2016.

#### NICOR GAS MAIN REPLACEMENT

Next week, Nicor anticipates finalizing all underground work and landscaping in the Pflingsten, Dundee, Walters, and Western area and beginning restoration work in April. Gas main replacement will commence in the new area bordered by Cherry, Greenbriar, Walters and Western. Nicor will be starting the main replacement on Greenbriar Lane next week.

#### WESCOTT PARK PROJECT UPDATE

This week, Nicor completed installation of the gas main on Farnsworth, and the mains are now live. Staff anticipates that the old gas main for this area will be abandoned by April 1. Work will then begin on the new gas mains located further west on Farnsworth and on Sunnyside. Nicor will be responsible for the restoration of the parkways disturbed due to their main replacement. Contact Dirk Dunlap for any questions regarding restoration at 630/816-5673

This week, the Village’s contractor, V3, finished installing the truck tire-washing station off Farnsworth, which will help minimize the amount of mud, dust, and debris tracked onto the street by trucks leaving the site. V3 has also installed the construction fencing on the site. V3 has been removing some of the pre-existing landscape berms within the park to improve construction traffic flow. Excavation to confirm the location and size of the existing storm sewer on Farnsworth was also completed.

For additional information on the Wescott Park Stormwater Management Project please visit the project website at: [www.wescottparkproject.com](http://www.wescottparkproject.com).

**SHERMER ROAD RESURFACING PROJECT UPDATE**

AT&T crews continue working to locate their underground utilities. Next week, Nicor will begin removing their gas main starting at Surrey Lane and moving toward Lee Road. ComEd continues working to determine the best location to relocate their power poles. Please contact IDOT at 773/853-0046 with questions or concerns about the project.

**WATER MAIN PROJECT 2016**

The Harris and Banyan Drive water main replacement project was awarded to Lenny Hoffman Excavating Inc. by the Village Board on Tuesday, March 8. The 6-inch and 4-inch diameter cast iron mains will be replaced with new 8-inch mains. The mains on Harris Drive and Banyan Drive have been selected based on their break history and to coincide with the concrete street reconstruction occurring in this area between May 1, 2016 and early next year. Next week, informational letters will be mailed to residents impacted by the construction work.

The main replacement on Harris and Banyan is part of the Village’s cast iron water main replacement program. Cast iron mains, particularly those of a 6-inch diameter, have historically been among the worst performing in the water distribution system with the majority of breaks occurring on these mains.

**FIRE STATION 12 DRIVEWAY**

Construction on the driveway replacement at Fire Station 12 (1840 Shermer Road) is scheduled to begin on Monday, March 28. The project will include the replacement of the pavement including the driveway in front of the bays and parking area in front of the station. During construction, access to the driveway and parking will be limited. As such, blood pressure screenings will not be available at Fire Station 12 during the construction. Blood pressure screening will continue to be available at Fire Station 10 (650 Dundee Road) and Fire Station 11 (740 Dundee Road).

**WEEK OF March 14, 2016**

<b>SAT.</b>	<b>3/12</b>	<b>9am-5pm</b>	<b>Early Voting – Board Room, Grace Period Registration</b>
<b>SUN:</b>	<b>3/13</b>		<b>Daylight Savings Time Begins</b>
		<b>9am-3pm</b>	<b>Early Voting – Board Room, Grace Period Registration-</b>
<b>MON.</b>	<b>3/14</b>	<b>9am-5pm</b>	<b><u>Last Day to Early Voting</u> – Board Room, Grace period Registration</b>
<b>TUES.</b>	<b>3/15</b>	<b>6am-7pm</b>	<b>Primary Election Day -- Precincts 2 &amp; 29 - Board Room</b>
		<b>7:30 p.m.</b>	<b>Plan Commission – Cancelled due to Elections</b>
<b>WED.</b>	<b>3/16</b>	<b>7:00p.m.</b>	<b>Youth Commission – Shermer Study</b>
<b>THURS.</b>	<b>3/17</b>	<b>6:30 p.m.</b>	<b>Stormwater Management Commission – PW Center</b>
		<b>7:00 p.m.</b>	<b>EQC – Shermer Study</b>
<b>FRI.</b>	<b>3/18</b>		<b>No Meetings</b>