

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: March 14, 2014

RE: STAFF BRIEFING

WEEK OF March 10, 2014

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, March 11. President Frum proclaimed April 2014 as Child Abuse Prevention Month and Fair Housing Month in the Village of Northbrook. Steve Gianni was appointed to serve as the Library Representative on the Arts Commission. During the consent agenda, the Board approved: Appropriation of Motor Fuel Tax (MFT) from Happ Road to the 2014 Asphalt Resurfacing Program; the Execution of a Contract for the 2014 MFT Asphalt Street Program; a Contract for Landscape Maintenance Services; Annexation and Zoning of 3940 Maple Avenue; the Purchase of Replacement Windows for the Village Hall and Fire Station 11, and increasing the number of Class "A" Liquor Licenses.

Under Planning & Zoning, the Board held a public hearing and approved a Pre-Annexation Agreement for 3861 Maple Avenue and continued the Public Hearing for an application to construct a cell tower at 4350 Walters Avenue to April 8, 2014.

The Board also heard five preliminary reviews: Request to Rezone 60 Revere Drive from the I-1 Restricted Industrial District to the O-2 Limited Office District; Request for a Development Consisting of 24 Detached Single Family Homes by Pulte Group Located at 3000, 3040, and 3080 Willow Road; Request for Special Permit Approval to Allow a Medical Office and an Off-Premise Identification Sign for 1131 Techny; Request to Rezone 1039 Angle Avenue to Allow Light and Low Impact Office Type Transitional Uses; and Request for Construction of a Commercial Development at the Northwest Corner of Pfungsten Road and Willow Road.

Under Administration & Finance, the Board conducted a public hearing regarding proposed amendments to the Dundee Road/Skokie Boulevard Redevelopment Project Area Plan and Project and Tax Increment Ordinances. After hearing public comment, the Board directed staff to prepare the necessary documents for Village Board approval in April. Also under Administration & Finance, the Board approved Ordinances to abate \$3,935,500 from the 2013 property tax levy.

The next Regular Meeting of the Board of Trustees will be on Tuesday, April 8.

ARCHITECTURAL CONTROL COMMISSION

At its regular meeting on March 13, the Architectural Control Commission reviewed the final design plans for the Northshore 770 mixed use development planned for the northwest corner of Dundee Road and Skokie Boulevard. The Commission recommended approval of the project as presented with a couple of minor modifications to the proposed gateway element and landscape plan.

BIKE TASK FORCE MEETING

On Wednesday, March 12, the Bike Task Force (BTF) held its bi-monthly meeting. The Task Force discussed promoting bicycle and pedestrian related topics to encourage being active outdoors; with a goal of including this information in the Village newsletter, local media, and on the BTF's webpage. The Task Force also continued its review of the Northbrook Bicycle Plan and finalized the bicycle education and safety training program to be held at the Village's annual Earth Day event on April 26. Three training sessions will be held at Earth Day for children ages five and up. The meeting concluded with a review of the Task Force's work program and future goals for the committee.

FIRE ALARM ALERTS RESIDENTS TO CHIMNEY FIRE

At approximately 5:00pm on Sunday, March 9, fire units responded to the 600 block of Dauphine Ct. for a Fire alarm. While en-route, 911 dispatchers received a call reporting a chimney fire at that location. Upon arrival crews encountered light to moderate smoke within the residence and a small fire in the chimney which was located and extinguished. Crews remained on the scene to check for any fire extension and remove smoke from the house. No injuries were reported and damage estimates are pending. Residents are reminded to have their fireplaces inspected and cleaned on a regular basis to help avoid the potential for chimney fires.

GAS LEAK SHUTS DOWN TRAFFIC AND LOCAL BUSINESS

At approximately 9:00am on March 10, contractors struck a gas line while working on a new building in the 100 block of Waukegan Road. Due to the high levels of natural gas, southbound traffic on Waukegan Road south of Lake Cook Road was closed, in addition to some local businesses in the area. The area remained evacuated until NICOR crews could shut down the leak from a safe location at approximately 1:00pm.

WINTER WEATHER

On Wednesday, March 12, Public Works crews responded to a snow event that left 2 more inches of snow in Northbrook. Public Works crews began salting at 3:00am and transitioned to plowing at 4:00am. The crews completed the operation before 3:00pm that day. Looking forward, the forecast is calling for the possibility of snow on Sunday; however, the total accumulation is expected to be less than an inch. The Public Works and Police Departments will be ready and will monitor conditions and deploy crews as needed.

SANITARY SEWER LINING PROJECT

The Village's contractor, Michels, lined sewers on Meadow Road, Shermer Road, Waukegan Road, Chapel Court, and Grant Road this week. The project is expected to be completed next week with the lining of Saranac Lane.

Sewer lining is a process where the contractor installs a liner into the Village's sewer mains in an effort to seal the pipe and extend its useful life. This work does not require any excavation and provides only minimal service disruption to residents and businesses. While sewer lining is being performed, residents and businesses are requested to refrain from activities that generate excessive amounts of waste water such as operating dish and clothes washers for approximately 12 hours on the day of the lining. Residents and businesses affected by the project are sent a notification letter and a door hanger is distributed prior to the lining taking place. Additional information on the Village's sanitary sewer lining program is available on our website at: www.northbrook.il.us/SewerLining

WEEK OF March 17, 2014

MON.	3/17		No Meetings
TUES.	3/18	6:00am-7pm	Primary Election Day – Board Room - Precinct 2 & 29
		7:30 p.m.	Plan Commission – Cancelled
		7:30 p.m.	Committee of the Whole - Cancelled
WED.	3/19	7:00 p.m.	Youth Commission Meeting – Terrace Room
THURS.	3/20	6:30 p.m.	Stormwater Management Commission Meeting – PW Center
		7:00 p.m.	Environmental Quality Commission – Shermer Study
FRI.	3/21	10:30 a.m.	No Meetings