

## MEMORANDUM

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: October 22, 2010**

**RE: STAFF BRIEFING**

### WEEK OF OCTOBER 18, 2010

#### PLAN COMMISSION MEETING

The Plan Commission held their regular meeting on Tuesday, October 19. The meeting was devoted to a discussion surrounding setting priorities for amending Village codes and ordinances once the Comprehensive Plan is adopted. The Village will need to determine which of the many initiatives identified in the Comprehensive Plan, along with other code issues that have arisen, should be addressed first.

The Plan Commission discussed a wide range of issues that needed to be addressed, ranging from such broad issues as downtown redevelopment and storm drainage to the more narrow topics of sign and landscaping regulations. The three themes that arose most often as issues for the Village to address were:

- Storm water drainage controls and solutions (including promoting sustainable techniques and emerging technologies);
- Simplification of Village processes and regulations to assist both homeowners and businesses; and,
- A comprehensive review of the Village's parking standards, both for commercial properties and on private property.

The next Plan Commission meeting will be held on Tuesday, November 2. Because that is Election Day, the Board Room will not be available, so the meeting will be held in the Terrace Room.

#### ENVIRONMENTAL QUALITY COMMISSION

The EQC held their monthly meeting on Thursday, October 21. The group discussed the progress of organizing a river restoration project at Willow Festival. The purpose of this project is to reduce non-point source pollution to the watershed in the area. The project will only move forward after support for the plan is given by Divine Word, the Illinois Department of Natural Resources, the Army Corps of Engineers and the Metropolitan Water Reclamation District.

The Commission also voted to add a "Green Tip of the Month" into the Village newsletter. Commission members will attend the November 18 Stormwater Management Commission meeting to discuss with that group the Community Stormwater Management Plan they are currently building. The next EQC meeting is scheduled for November 18.

#### YOUTH COMMISSION

The Youth Commission held their monthly meeting on Wednesday, October 20. The Commission received a presentation about a local project that provides supplies to our troops deployed in Iraq and Afghanistan. Commission members discussed collecting items for this initiative and decided it would be a worthwhile endeavor. Commissioners are to bring items collected to the November meeting. During the meeting the Commission worked on finalizing details for upcoming activities including the: Lakeview Terrace Holiday Event (December 15), annual Quiz Bowl (rehearsal on February 16 and event on February 24), and the second annual Youth Film Festival (tentatively scheduled for June 13). In regards to the film festival, the Commission discussed collaborating with the Arts Commission on the event. Chair Slawson will reach out to the Arts Commission to discuss details.

### METRA VS VEHICLE ACCIDENT

On Monday afternoon, October 18, at approximately 1:30 pm, a southbound Metra train collided with a motor vehicle at the Dundee Road crossing. A 93-year-old male driver ran through the railroad gates and an oncoming Metra train severed off the rear of the vehicle, which landed several hundred feet away in a resident's yard.

Police and Fire units responded within minutes of the accident. No extrication of the elderly driver was required. The driver was mobile and coherent after exiting the vehicle. A fire department ambulance transported the driver to Evanston Hospital. Metra Police responded to investigate the scene and all train traffic was shut down until the scene was cleared.



Shadow Traffic was immediately contacted so they could advise motorists of the traffic disruptions. Glenview and Northfield Police were also contacted and advised of the accident and track closure. Metra Police cleared the train to continue southbound at 2:08 pm and advised that trains were all cleared to continue at 2:17 p.m. Police units were at major intersections to help alleviate the congestion before the height of rush hour.

### RTA GRANT FOR TRANSIT-ORIENTED DEVELOPMENT PLAN

On Thursday, David Schoon received an e-mail from Regional Transportation Authority (RTA) staff stating that the Village's transit-oriented development plan grant application (for the RTA's 2011 Community Planning program) has been approved by the RTA Board and will be included in the Final Program of Projects. We will be receiving a letter in the next few days detailing the next steps with the program. However, we must remember that the RTA Board will not approve the RTA's budget for its next fiscal year until its December meeting, so funding for the grant will not be official until then.

### RETAIL THEFT/AGGRAVATED ASSAULT OF A PEACE OFFICER

On Thursday evening, October 21, at approximately 6:30 pm, the Communications Center received a 911 call from the Coach Store at Northbrook Court. The call reported that a subject, who was a suspect in previous thefts, was at the mall. At that time, Detective Schultz was on scene taking a report. The subject fled the store and Detective Schultz pursued him. Detective Schultz was able to contain him and the subject was taken into custody. The subject had a stolen \$1,500 purse in his possession. He has an extensive 58-page criminal history with charges up to homicide and outstanding warrants for parole violation. The subject is being held while numerous other jurisdictions seek interviews on other pending cases. Northbrook will seek charges of retail theft and aggravated assault of a peace officer. Detective Schultz was treated for minor injuries at Glenbrook Hospital and released.

### RESIDENTIAL BURGLARIES

A resident in the 2700 block of Crabtree Lane reported to Police that on Wednesday evening, between the hours of 7:30 and 9:30pm, her purse was taken from her unlocked car. The car was parked in her garage and she had left the garage door open during that 2-hour period. The following morning the resident discovered her purse, containing her driver's license, cash, check book and credit cards, was missing from the car. The area was canvassed with negative results.

A delayed burglary was reported to the Police Department on the evening of October 15. A resident in the 1900 block of Thornwood Lane returned home to find several rooms ransacked. Upon investigation, it appeared entry had been made through a rear window. Numerous pieces of jewelry and pillowcases were missing.

A second delayed burglary was also reported to the Police Department on October 17. A resident, also in the 1900 block of Thornwood Lane, reported that sometime between October 15 and 16, unknown persons pried open a rear window and removed a safe containing various documents and commemorative coins.

Appropriate canvasses were conducted and Evidence Technicians processed the scene. Investigations is working on all burglaries.

#### DIVE TEAM HELP AT YMCA EVENT

On Sunday, October 17, the Northbrook Fire Department Dive Team assisted the North Shore YMCA with their annual "Spooky Halloween Party." Captain Smeltzer, the Dive Master for Northbrook, was introduced to Bryan Pumphrey, the Associate Executive Director for the YMCA through the Leadership Northbrook Program. It was through this meeting that discussions led to having the divers help with this Halloween event. The divers spent approximately four hours in the pool keeping both adults and children guessing where and when some Halloween goblin may pop out of the pool. The divers were able to hone their limited visibility skills and have a little fun while in the water.

#### U.S. CENSUS UPDATE – STILL WAITING FOR FINAL COUNT

The U.S. Census just released final participation statistics. Thanks to our successful campaign and the efforts of the "Strive for 35" team, Northbrook's participation rate was 87%! The average Illinois participation rate was 76% and the average Cook County participation rate was 71%. The U.S. Census is required to release the final count by Dec. 31, 2010, so we are still waiting to see if we reach a population of over 35,000.

#### MFT ASPHALT STREET REHABILITATION PROGRAM

Curb, gutter, and sidewalk removal and replacement work continues by the subcontractor, Suburban Concrete, in Northbrook East on the remaining streets where the water main project was just finished. Paving was completed on the public streets within Ancient Tree, Glenbrook Drive, Lincoln Avenue, Gregg Road, Northbrook Avenue and the Colonnades subdivision. The curb and gutter removal and replacement work should be completed by the middle of next week.

#### RAVINE STABILIZATION PROJECT

Public Works crews continued the removal of trees, brush and debris from the ravine this week. Crews also continued the installation of recycled concrete at the ravine approximately 130 feet up the streambed. Work on the streambed and slopes will continue throughout the winter, weather permitting. The project is necessary to stabilize the slopes of the ravine and prevent possible damage to our 24" raw water main and further erosion of the access road to the Lake Front Pumping Station.

#### REVERE DRIVE RECONSTRUCTION

Paving of the south section (from approximately 125 Revere Drive to the cul-de-sac) was completed last Saturday. Pavement removal and replacement (base and binder) operations have been completed for the northern most 500-feet of existing pavement on Revere Drive. Paving of the northern section (from approximately 125 Revere Drive to Lake-Cook Road) of the roadway will be completed this Saturday, including the entrance and exit at Lake-Cook Road. The magnetic detector loops for the signal at Lake-Cook Road were removed and replaced during this week as well. Restoration of parkways will continue. Completion of punch-list items and installation of pavement markings will be completed by mid-November, weather permitting.

#### MWRD VOLTZ ROAD SEWER LINING PROJECT

The Metropolitan Water Reclamation District's (MWRD) contractor, Kenney Construction, has one more set-up for their initial lining work for the Harms Road Interceptor along Voltz Road (Grant to Sunset Ridge). This last set-up will be just west of Sunset Ridge Road and should be started the last week of October and continue for 1-1/2 weeks. The contractor will then complete additional lining work along Sunset Ridge Road in Northfield. A temporary traffic signal will be provided for both of these operations. The contractor will return to Northbrook in December with lining work west of Waukegan Road (Meadowhill Park).

### NORTHBROOK EAST WATER MAIN PROJECT

The Contractor, Trine Construction Corporation, has completed the installation of the new water mains and residential service connections. This week the contractor completed general site clean-up. Pavement patching will begin by the middle of next week. Concrete sidewalk and curb replacement will be completed by the end of next week by the MFT concrete subcontractor, Suburban Concrete. Site restorations have begun and final restorations should be started the week of November 1.

### PREPARATIONS FOR SNOW AND ICE CONTROL OPERATIONS

Preparations for snow and ice control operations are underway. Snow Plow Operator Safety training from IRMA was held this week for plow drivers. The Public Works Department will hold its annual snow plow meeting to review the routes, assignments, and other procedures next week. Route review and inspection will also begin late next week by crews. Installation of salt spreaders and plows on Public Works equipment is on-going.

### WATER PLANT TOUR

The Public Works Department hosted 58 students and faculty from Niles North High School for a tour of the Village's water plant. The tour was a part of the student's Environmental Science class. The Public Works Department hosts scheduled tours for school and civic groups upon request.

### TREE TRIMMING

The Village's tree trimming contractor, Nels J. Johnson Tree Experts, will begin work the week of November 1 and continue throughout the winter. Residents whose trees will be trimmed, or who live in the area of tree trimming work, will be notified by Public Works staff next week. The Village conducts routine trimming of each parkway tree every eight (8) to nine (9) years. Trees are trimmed to prevent unnecessary damage during storms and to protect pedestrians and motorists from low hanging branches, promote the health of the tree, and ensure that the tree is aesthetically pleasing.

### WEEK OF OCTOBER 25, 2010

<b>MON.</b>	<b>10/25</b>	<b>9am-5pm</b>	<b>Early Voting - Board Room</b>
		5:00 p.m.	Annual Chamber Dinner & Auction – Renaissance Chicago NS
		7:00 p.m.	Senior Services Subcommittee Meeting - GGCR
		7:30 p.m.	Zoning Board of Appeals – Board Room
<b>TUES.</b>	<b>10/26</b>	<b>9am-5pm</b>	<b>Early Voting - Board Room</b>
		7:30 a.m.	ICDC – Terrace Room
		6:30 p.m.	Public Safety Committee Meeting – Terrace Room
		7:30 p.m.	Regular Board of Trustee Meeting - Board Room
<b>WED.</b>	<b>10/27</b>	<b>9am-5pm</b>	<b>Early Voting - Board Room</b>
<b>THUR.</b>	<b>10/28</b>	<b>9am-5pm</b>	<b>Early Voting - Board Room <u>Last Day to Early Vote</u></b>
<b>FRI.</b>	<b>10/29</b>		<b>No Meetings</b>
<b>SUN:</b>	<b>10/31</b>	<b>2-7pm</b>	<b>Halloween - Trick or Treat Hours</b>