

## MEMORANDUM

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: OCTOBER 26, 2012**

**RE: STAFF BRIEFING**

### WEEK OF OCTOBER 22, 2012

#### REGULAR BOARD OF TRUSTEES MEETING

The Board held its Regular meeting on Tuesday, October 23. Under the Manager's Report, Acting Village Manager Kiraly updated the Board on progress on the temporary improvements being constructed as a component of the Union Pacific Bridge reconstruction. During the President's Report, President Frum read resolutions recognizing the retirement of Patrol Officer Tom Covi, and the service of Sal Manso and Carol Henning on the Plan Commission. President Frum proclaimed October as Domestic Violence Awareness Month, October 27 as "Schechter Day", October 21-27 as Childhood Lead Poisoning Prevention Week and Oct. 30 as "AmpliVox Day" in the Village of Northbrook. On Consent, the Board passed resolutions renewing GIS Software Licenses, authorizing a contract for light pole replacement, purchase of an administrative vehicle, purchase of Fluoride for the Village's water treatment plant, and SCADA maintenance. Trustees also approved a permit for a drive-thru sign at Northbrook Bank and Trust, a permit for Wireless Antennas at 1200 Shermer, and approved an Ordinance amending the Municipal Code regarding Municipal Off-Street Parking Lots. Moved to the Consent agenda was a resolution approving the Shermerville Commons Regional Detention Facility Options Study, approval to authorize Village Manager to Declare Surplus Equipment less than \$10,000 and an amendment to the Municipal Code to increase the number of Youth Commission members. Also at the meeting, the Board approved the annexation of 3963 Walters Avenue, 3465 Techny Road and 175 Sanders Road. The Board reviewed a special permit renewal request at 1900 Raymond and a 32-unit Townhouse Multi-Family Development by Jasper Court. All were reminded about the Sustainability Community Forum on Tuesday, Oct. 30, 7pm at the Northbrook Leisure Center.

The next Regular meeting of the Board of Trustees is scheduled for Tuesday, November 13.

#### OCTOBER INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMISSION

On October 23, the Industrial and Commercial Development Commission (ICDC) held its regular monthly meeting. The Commission watched a preview of the 30-second Shop Northbrook commercial produced by the Village and the Chamber that will air on various cable stations during the upcoming holiday shopping season. The Commission briefly recapped its recent tour of industrial buildings that could potentially qualify for the Class 6b incentive. The ICDC also reviewed a purpose statement for the Village's use of the Class 6b program and voted to recommend that the Ad Hoc Economic Development Committee use this purpose statement as a guide for its discussion regarding the use of the Class 6b program.

The Commission also reviewed the Plan Commission's current work on the proposed Industrial and Commercial Services (ICS) District. In particular, the ICDC discussed the issues of allowing accessory outdoor storage and accessory retail sales and recommended that the Village allow accessory outdoor storage with

conditions and accessory retail sales with a condition in the proposed ICS District as well as in the existing I-1 and I-2 districts.

The Commission ran out of time to discuss property maintenance issues in the Downtown and continued that discussion to its next meeting on November 27.

#### JOINT CRC/SENIOR SERVICES COMMISSION MEETING

On Thursday, a joint meeting of the CRC and Senior Services Commission was held in the Pollack Room of the Northbrook Public Library. Unfortunately, the CRC did not have a quorum, but the Senior Services Commission was able to convene. The discussion centered on the Village-to-Village subcommittee's report and the subsequent recommendation that will be made to the Village Board from both Commissions. The Senior Services Commission voted to confirm their position that they remain the clearinghouse for senior issues and that they will take the results of the Village-to-Village subcommittee report and continue to gather information about programs and resources available to the senior citizen community in Northbrook, and developing improved communications related to those programs. The CRC will discuss this issue at their regular meeting on Thursday, November 1. It is expected that the subcommittee and Commissions recommendations will be presented to the Village Board in December.

#### NORTHWEST CORNER OF DUNDEE ROAD & SKOKIE BOULEVARD

The owner of the property at the northwest corner of Dundee Road and Skokie Boulevard has entered into a contract to sell the property to the development team of Crossroads Development and the Morningside Group. The sale is subject to the developers receiving Village Board approval of their plans for the site. Early indications from the developers are that their project would be a mixed use development consisting of luxury apartments and a commercial component that would be anchored by a Marino's grocery store. Village staff anticipates the developers will soon submit their preliminary application for Village Board consideration.

#### TECHNY ROAD PROJECT

Construction along Techny Road continued this week with the contractor installing the base for the new pavement in the center portion of Techny Road, west of the Pfingsten intersection. The contractor also continued preparation for the new traffic signal at the Techny/Pfingsten intersection and placed topsoil and sod in the north parkway along Techny Road.

Work for next week includes completing the new pavement on Techny Road west of Pfingsten Road, continuing sod placement for the north parkway of Techny Road and reopening Pfingsten Road to four lanes of traffic. The project is now over 75% complete. The photo depicts the installation of sod in the north parkway of Techny Road.



#### CONCRETE STREET PATCHING/JOINT SEALING IMPROVEMENTS

This year's concrete patching and joint sealing program included work in the Charlemagne and Sutton Point subdivisions. The contractor, Schroeder & Schroeder, has substantially completed all of the work. A small amount of pavement joint sealing work remains and will be completed as the weather permits.

2012 WATER MAIN IMPROVEMENTS

Lenny Hoffman Excavating has completed the interconnection of the Shannon Road water main to the Pfingsten Road water main. It is anticipated that the remaining water service connections on Woodbine Lane will be completed by the end of the day on Friday, October 26. The two final water main interconnections will be completed over the next week at the intersections of Shannon/Adelaide and Woodbine/Crabtree. Restoration of the sidewalks, driveways, and concrete streets will begin the week of October 29 on Crestwood Drive.

TEMPORARY SIGNAL AT WEST LAKE AVENUE/SHERMER ROAD INTERSECTION

The temporary signal at the West Lake Avenue/Shermer Road intersection became operational last week and will remain in place until the Old Willow Road/Patriot Boulevard connection work is completed. That work is anticipated to be completed by Friday, November 16. The temporary signal operations are controlled by video detection cameras. When no traffic is present, the signal will remain green for the West Lake Avenue approaches.




POLICE ACTIVITY

The police received three reports of burglary/trespass to motor vehicles on Sunday, October 21<sup>st</sup>. They occurred in the 800 block of Dell Road and 600 block of Gregg Road. The vehicles were parked in driveways and unlocked. Although all three vehicles were ransacked, nothing was known to have been removed from the vehicles. Responding police encouraged residents to lock their vehicles, especially when parked in driveways and on the street.

A residential burglary was reported in the 1000 block of Shermer Road. The home was ransacked and entry made by prying open the front door. The out of town residents were contacted and a boarding service called to secure the door.

Evidence Technicians responded and Investigations is working on the cases.

WEEK OF OCTOBER 29, 2012

<b>MON.</b>	<b>10/29</b>	6:00 p.m.	4th of July Association - Terrace Room
<b>TUES.</b>	<b>10/30</b>	9am-5pm	<b>Early Voting - Board Room</b>
		7:00 p.m.	Sustainability Public Meeting #2 - Leisure Center
<b>WED.</b>	<b>10/31</b>	9am-5pm	<b>Early Voting - Board Room</b>
		3-7pm	<b>Trick or Treat</b>  <b>Halloween</b>
<b>THURS.</b>	<b>11/1</b>	9am-5pm	<b>Early Voting - Board Room</b>
		7:00 p.m.	Arts Commission - Terrace Room
		7:00 p.m.	Community Relations Commission - Public Library Civic Room
<b>FRI.</b>	<b>11/2</b>	9am-5pm	<b>Early Voting - Board Room</b>
<b>SAT.</b>	<b>11/3</b>	9am-5pm	<b>Last Day to Early Voting - Board Room</b>
<b>SUN.</b>	<b>11/4</b>		<b>Daylight Saving Time Ends</b>