

## MEMORANDUM

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: October 30, 2015**

**RE: STAFF BRIEFING**

### WEEK OF October 26, 2015

#### BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, October 27. The Board approved a number of resolutions and ordinances relating to a plat of consolidation for 1350 & 1362 Lee Road, the renewal of a contract for HVAC services, a special permit for wall signs for Roti Mediterranean Grill, an amendment to the Northbrook Subdivision and Development Code regarding the burial of utility lines, a permit for three exterior wall signs for Agave Anejo Mexican Grill and the purchase of a utility body truck.

Under Planning & Zoning, the Board directed staff to prepare a resolution approving the proposed Life Time Fitness mixed use development at 1000 Skokie Boulevard. The Board also directed staff to prepare an ordinance to revise the Zoning Code Procedures for variations, exceptions and special permits. They also asked to schedule a Planning and Zoning Committee meeting early next year to review a "proposed major variation" approach for zoning code variations, exceptions and special permits.

The next Regular Board of Trustees meeting will be held on Tuesday, November 10.

#### ICDC

On Tuesday, October 27, the Industrial and Commercial Development Commission held its regular meeting. The Commission received updates regarding the Pace bus shelter study in Sky Harbor as well regarding development projects in the community. The Commission also received an update regarding the last EDC meeting. The next regular meeting is scheduled for Tuesday, November 24.

#### NORTHBROOK ELECTRICAL COMMISSION

The Northbrook Electrical Commission met on Thursday, October 29 and discussed the following topics::

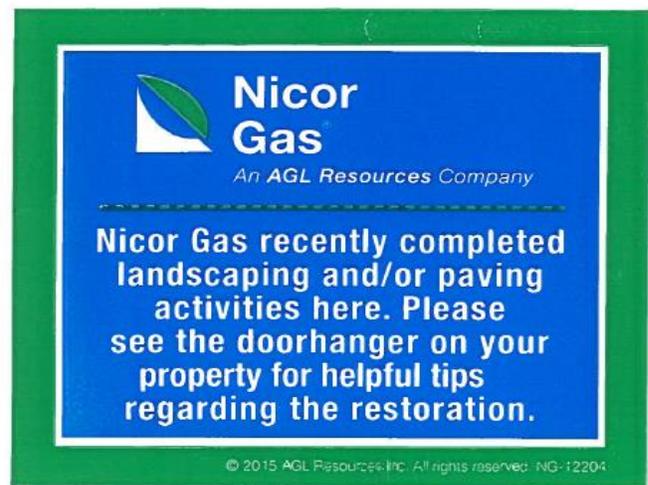
1. Possible Code Amendment – Requiring Electrical Service Underground: The Commission discussed the merits of amending the Electrical Code to require all new single family homes to have the service line to the home buried. The Code does not currently require this, but the Public Works Committee of the Village Board suggested it previously. The Commission discussed the costs associated with such a requirement and the practical implications of doing so. The Commission noted that most, but not all, new homes have underground service lines. The Commission also heard from the Fire Department that underground service is desired from a safety and convenience perspective and that many surrounding communities already require this. The Commission unanimously recommended adoption of a local amendment requiring new sign family homes to have underground service connections, with an exception built in that does not require it if the distribution lines are across the street (as this would require the service line to also be buried under the street).

2. Smoke Alarm Issues: The Fire Department briefed the Commission on the practical issues related to enforcing the code's requirements regarding smoke alarms. The Commission provided the staff with guidance on inspection procedures.
3. Electrical Code: The Electrical Commission agreed that the local amendments to the 2011 Electrical Code should be amended to allow PVC piping to be used more extensively on the exterior of homes. The Commission asked staff to prepare amendment language for their consideration.
4. Briefing on Northbrook Days. Finally, the Commission received a briefing on the great progress made over the years to improve the electrical service system at Northbrook Days.

The next meeting of the Electrical Commission is not yet been scheduled.

**NICOR MAIN REPLACEMENT**

Nicor Gas's main replacement project began on Monday, October 26. Nicor began with underground utility locating work, which includes both painting and the placement of flags. Work will continue to take place along Pfingsten and Walters through next week. Following the completion of the project along Pfingsten and Walters, work will continue into the White Plains and Northbrook Knolls subdivisions. Once work is completed, Nicor will be restoring areas where they have excavated. Those properties affected by the excavation will have door hangers and flags left at their property (pictured right). Residents with questions on landscaping restoration should contact Nicor at 1-800-730-6114, ext. 4. Residents with questions about the project may contact Nicor at 630-816-5673.



**PARKWAY TREE TRIMMING PROGRAM**

On Monday, the Village's contractor, Nels J. Johnson Tree Experts, will begin the Village's parkway tree trimming program in the area north of Cherry Lane between Western Avenue and Cedar Lane (see map). Each year, the Village's contractor trims roughly 1,700 parkway trees to prevent damage during windstorms, promote each tree's overall health and remove low-hanging and dangerous branches. Trimming typically occurs during the dormant season to avoid unnecessary damage or trauma to the tree.



**FIRE LANE PATCHING**

This week, Public Works crews patched the emergency fire lane that connects Station 11 to Revere Drive. Patching work is a type of preventative maintenance designed to correct spot pavement failure on streets in otherwise good condition. Patching consists of grinding off surface layers of the pavement and replacing the pavement with a new layer of asphalt.



### WATER MAIN BREAK - 3800 BLOCK OF RUTGERS LANE

On Thursday, October 29, a water main break occurred on the 3800 block of Rutgers Lane. The break consisted of a shear break underneath a concrete driveway and involved a 1965 6-inch cast iron water main that impacted 18 homes.

### SHERMER ROAD OVERFLOW STORM SEWER PROJECT

The directional boring contractor for the Shermer Road Overflow project was on site this week. The contractor began the tunneling of the casing pipe under the railroad tracks for the storm sewer. Staff anticipates that the boring work will be completed in the next few weeks.



### SCHOOL LOCK DOWN DRILL

On Thursday, October 29, School Liaison Detectives Meents and Schultz participated in a School Safety lockdown drill at St. Norbert's School. The Police Department representatives explained the lock down exercises and discussed the reasons for lockdowns, as well as what might be expected in terms of police response. Mock lockdown drills are held periodically with all schools in Northbrook.

### DOMESTIC VIOLENCE PRESENTATION

On Saturday, October 24<sup>th</sup>, Chief Wernick and Counseling Services Director Nancy Vaccaro participated in program on Domestic Violence entitled, "Victim No More: Empowering Yourself to a Stronger You," held at Our Lady of the Brook Church. . At the conclusion of the keynote presentation, a Safety Panel comprised of Sebastian Patti, Cook County Domestic Violence Division's Presiding Judge; Chief Wernick; Director Vaccaro; Courtney Renwick, Site Coordinator for Wings, and Deacon Perry Duderstadt from Our Lady of the Brook, addressed the group with comments and suggestions and answered questions from the audience. Roughly 40 individuals, including church members and residents from Northbrook and surrounding communities, were in attendance.

### NORTHBROOK ASSISTS WHEELING WITH STRUCTURE FIRE

On Saturday, October 24 at 2:00am, Northbrook Engine 10 and Ambulance 10 responded to the 500 block of Manda Lane in Wheeling for an apartment fire. Upon arrival, Northbrook Ambulance 10 treated and transported one patient in stable condition. Engine 10 remained in the staging area and returned to the station once the situation stabilized. The cause of the fire is currently under investigation.

### NORTHBROOK POLICE SPECIAL OLYMPIC UPDATE

The Northbrook Police Department would like to thank the local businesses and citizens of Northbrook, as well as the Village staff, friends, family and the Northbrook Police Department employees for their contributions to the Special Olympics Illinois. As of Friday, October 30, the Department raised a total of \$12,823.00 for the 2015 Special Olympics Illinois, thanks to the generous donations along with the purchases of merchandise and raffle tickets. All proceeds go directly to the Illinois Special Olympics. The Police Department also thanks all the runners who participated in the Law Enforcement Torch Run on June 7, 2015. Special Olympics of Illinois expects this year's grand total to be around \$4,000,000 raised by generous supporters like you. Thank you for making this year another successful one! There is still time to donate. Checks made payable to "Illinois Special Olympics" to 1401 Landwehr Rd., Northbrook IL, 60062. For more information, contact Millie Gomez at 847-564-2060.

**NORTHBROOK FIRE AND POLICE MEMBERS RECEIVE AWARD**

On Saturday, October 23, members of the Northbrook Police and Fire Departments were recognized by Northwestern Medicine Lake Forest Hospital at their annual “Cut Above Awards Ceremony”. Northbrook, along with multiple other agencies, were recognized for their special efforts during the annual awards ceremony which is presented in memory of firefighter Anthony M. Gallo, Jr. of the Schaumburg Fire Department, who died in the line of duty on December 16, 1977.

Receiving the Award for Northbrook (Officer Eric Gustason, Lt. Steve Morris, FF/P Eric Pelot, FF/P James Uhlin, FF/E Daniel Herr, FF/P Darren Boyce).



**WEEK OF November 2, 2015**

<b>SUN.</b>	<b>11/1</b>		<b>Daylight Savings Ends</b>
<b>MON.</b>	<b>11/2</b>		<b>No Meetings</b>
<b>TUES.</b>	<b>11/3</b>	7:30 p.m.	Plan Commission – Board Room
<b>WED.</b>	<b>11/4</b>		<b>No Meetings</b>
<b>THURS.</b>	<b>11/5</b>		<b>No Meetings</b>
<b>FRI.</b>	<b>11/6</b>		<b>No Meetings</b>

