

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: September 7, 2012

RE: STAFF BRIEFING

WEEK OF SEPTEMBER 3, 2012

PLAN COMMISSION

On Tuesday, September 4, the Plan Commission held its first public hearing on Docket No. 12-16, an application submitted by Countryside Montessori Schools as owner of 1985 and 1945 Pfingsten Road and contractual purchaser of 1965 Pfingsten Road. The Applicant is seeking approval to construct a new two-story structure on the Subject Property to be used for seventh and eighth grade classrooms (see site plan below). The Applicant is seeking approval of a series of zoning and subdivision relief items including a Comprehensive Plan map amendment and a rezoning for a portion of the Subject Property, a plat of consolidation, a text amendment regarding minimum lot size, special permit approvals, and variation and waiver approvals.



After hearing a presentation from the Applicant, the Plan Commission opened the public hearing and heard comments from members of the public in support and in opposition to the proposed plan. Those in support were either parents or students of the school, while those in opposition were homeowners immediately adjacent to the north or east of the Subject property. The neighbors were most concerned about the additional activity resulting from an expanded school, in particular children playing outdoors and working in the proposed garden areas, and they were concerned about additional traffic from the development onto Pfingsten Road.

After hearing from the public, Commission members provided comments regarding the proposed plan. Commission members expressed two major overriding issues they have with the proposed plan. The first is the impact of the project on the adjacent property owners and can the site be designed to minimize those impacts. The second issue related to the retention of the existing residential structure, which would continue to be used as a home for the founders of the school as well as limited activity by the school. Commission members felt leaving the home made for a less unified, cohesive campus, especially when the school could not express specific plans for the home once the founders of the school moved out.

The Commission continued the public hearing to October 16 to provide the Applicant enough time to respond to the Commission's concerns.

Due to the religious holiday on September 18, the next Plan Commission meeting is scheduled for October 2.

COMMUNITY RELATIONS COMMISSION MEETING

The Commission received an update from the Trivia Night Sub-committee. Publicity has been started and Trivia teams are forming. Please mark your calendars for Saturday, October 13 from 7 to 10pm at the North Suburban YMCA. All who have a Northbrook connection and are over the age of 14 are invited to join the fun by forming a team of 10 participants. It was noted that singles are welcome too. This free event is limited to the first 300 responses. To RSVP or ask questions, contact staff liaison Jason Batalden at Jason.batalden@northbrook.il.us or call 847/664-4032.

The Commission used the majority of the evening to conduct their annual assessment of how well they are achieving their mission and assessed the viability and relevance of their current efforts. The next regular meeting of the CRC is scheduled for October 4, 2012.

FIRE DEPARTMENT PROMOTIONS

On Tuesday, September 4, the Fire Department promoted two members at a swearing-in ceremony at Fire Station #11. Captain Timothy Cassidy was promoted to Division Chief of Training and Safety, and Firefighter/Paramedic Steven Morris was promoted to Lieutenant.

Timothy Cassidy was promoted to Division Chief of Training and Safety effective September 1, 2012. Cassidy has been with the Northbrook Fire Department since 1995, serving as a Firefighter/Paramedic, Driver/Operator, Lieutenant and Captain. He is currently pursuing a Masters program in Public Policy and Administration at Northwestern University. He holds multiple Bachelor degrees in Fire Science Management from Southern Illinois University and in Communication from Loyola University. Division Chief Cassidy has numerous certifications including; Fire Officer II, Instructor II, Incident Safety Officer, and Fire Apparatus Engineer. He has completed the Illinois Fire Service Institute's Fire Ground Company Officer School, the Illinois Terrorism Task Force's Unified Command Course, and FEMA's Incident Command and General Staff for Complex Incidents. Division Chief Cassidy has been an instructor for paramedics at Highland Park Hospital and has completed the Advanced Cardiovascular Life Support and Pediatric Advanced Life Support Programs. Division Chief Cassidy served as the Liaison for Volunteer Services and was instrumental in developing the Citizens Emergency Response Team (CERT) in Northbrook.

Steven Morris was promoted to Lieutenant/Paramedic effective September 1, 2012. Morris has been a Firefighter/Paramedic with Northbrook Fire Department since 2001. He holds a Bachelor of Science degree in Fire Science Management from Southern Illinois University. Lt. Morris has numerous certifications from the Office of the State Fire Marshal including; Fire Officer I, Instructor II, Vehicle Machinery Operations, Fire Apparatus Engineer, and Public Safety Diver. As a ten year member of the Mutual Aid Box Alarm System

(MABAS) Division 3 Hazardous Materials Response Team, he's been certified as a Hazardous Materials Technician A and B, and Hazardous Materials Incident Commander. Lt. Morris also served as a Chemical Operations Specialist in the U.S. Army holding the rank of Sergeant with the 21st Chemical Company, 82nd Airborne Division.

Please join me in congratulating Division Chief Tim Cassidy and Lieutenant Steven Morris on their recent promotions and wishing them the best with their new roles and responsibilities. **(Picture (L to R): Deputy Chief Smeltzer, Lieutenant Morris, Division Chief Cassidy and Fire Chief Nolan).**



SHOP NORTHBROOK CAMPAIGN

As was done last holiday shopping season, the Village will once again be partnering with the Northbrook Chamber of Commerce and the Chicago's North Shore Convention and Visitors Bureau (CNSCVB) to promote dining and shopping at Northbrook businesses this holiday season. This year, the three organizations are looking to have a commercial produced that will run on select Comcast channels and target north shore customers. In addition, the commercial will be posted on the Village and Chamber's websites as well as through other social media such as YouTube and Facebook.



The Shop Northbrook campaign will continue to be supplemented by the Chamber's restaurant and shopping guide, which are produced in both a print and website format (www.shopdinenorthbrook.com).

TELEVISION COMMERCIAL FILMING

A production company representing GMC Truck will be filming portions of a GMC Truck commercial in Northbrook on Tuesday, September 11. The filming will take place on Cherry Lane between Cedar and Meadow and is expected to begin at 2pm and end around 7pm. The filming will require periodic closings of Cherry which should last only a few minutes at a time. The production company has hired a three-person Police detail to conduct traffic/pedestrian control. Special consideration will be made to assure that the filming does not interfere with children leaving school and school crossings will not be impacted. Additional filming will take place in the parking lot of the West Plaza but all filming should be complete around 7pm.

POLICE DEPARTMENT ACTIVITY

Over the week, seven burglaries to vehicles were reported and investigated by the Police Department. Items removed from the vehicles include tools, backpacks, cell phone, and GPS unit. Five of the seven burglaries occurred in the commercial area where locks were broken to gain access to the vehicles. The other two burglaries occurred in the 1500 block of Spruce Street and 2300 block of Asbury Road. Police investigators are working to identify suspects and recover any items if possible.

DEER CAUSES AUTO ACCIDENT ON THE EDENS

At approximately 8:30pm on September 3, the Northbrook Fire Department responded to mile post 30 on the Edens Expressway for a reported car accident. Upon arrival, crews found a single vehicle that had struck a deer causing the deer to go through the windshield, coming to rest in the rear of the vehicle. The male driver of the vehicle was transported to a local hospital with minor injuries and unfortunately the deer succumbed to its injuries.

FIREFIGHTER/PARAMEDIC ELGIBILITY LIST POSTED

The Board of Fire and Police Commission has posted the Final Eligibility Register for firefighter/paramedic candidates. State statute requires a municipality to hold an entrance examination for the position of firefighter every two years. Through intergovernmental cooperation, Northbrook and Winnetka Fire Departments co-hosted a joint exam, thus splitting the cost by 50%. The exam was administered in June at Glenbrook High School by I/O Solutions Inc., a private testing consultant. The process included a candidate validation, physical ability test and a three part written examination. Per state statute, preference points are awarded for the people that passed the examination for military service, paramedic certification, and other job related experience. The final list has 69 qualified candidates with the top 22 of 24 already trained as paramedics. The Fire Department is using this list to hire two full-time firefighter/paramedics and two Paid-On-Call firefighters for the October NIPSTA Fire Academy to fill current vacancies.

NORTHBROOK FIRE ASSISTS WHEELING WITH GARAGE FIRE

At approximately 10:00am on September 7, Northbrook's Engine 10 was dispatched through mutual aid to Wheeling for the garage fire attached to the house. The fire was contained to the garage with significant smoke damage to the house. No injuries were reported and Northbrook calls were covered by Paid-On-Call personnel for the duration of the incident.



WATER MAIN IMPROVEMENTS

The 2012 Water Main Improvement project includes the replacement of mains on Shannon Road, Woodbine Lane, and Crestwood Drive as well as service replacements on Meadow Road. This week, the Village's contractor, Lenny Hoffman Excavating began work on Crestwood Drive. It is anticipated that the project will be completed by the end of November.

CONCRETE STREET PATCHING/JOINT SEALING IMPROVEMENTS

The Village's contractor, Schroeder and Schroeder, has now completed all of the concrete patching work for the 2012 program. The joint-sealing portion of the project is scheduled to begin next week. It is anticipated that all work will be completed by mid-September.

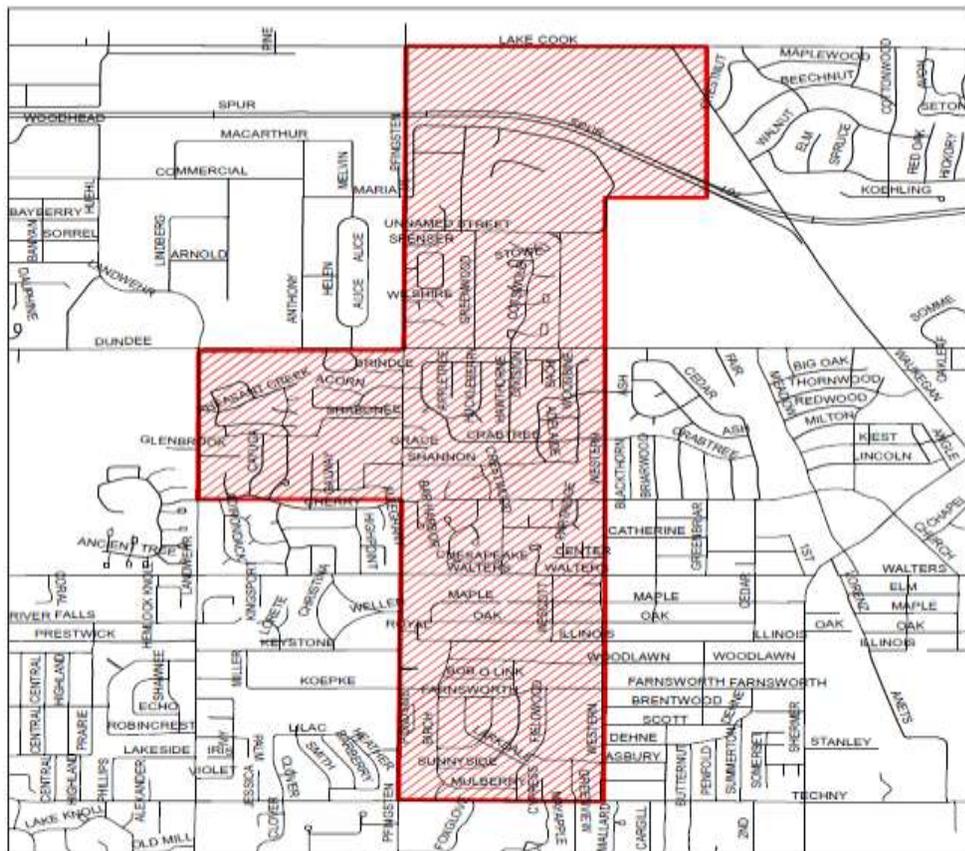
TECHNY ROAD PROJECT

Construction along Techny Road continued this week with the completion of the main line storm sewer installation on Techny Road. Work this week also included paving the asphalt binder courses for the south half of Techny Road. A notification of this work was delivered to area residents and was posted on the Village's website. Next week, the contractor will begin the installation of the 48-inch storm relief sewer on Pfingsten Road. The project is now approximately 47.5% complete. The photos below depict installation of the junction chamber at the Pfingsten Road intersection and the asphalt binder paving work on the south half of Techny Road near Butternut Lane.



SIDEWALK IMPROVEMENT PROGRAM

Next week Suburban Concrete will begin removing and replacing sidewalks. Village staff systematically surveys public sidewalks to identify defective and deteriorated sections of sidewalk that create a potential hazard and a liability for the Village. Staff survey sidewalks based on logical geographic areas to determine which portions are to be replaced. In addition to the replacement of failed sidewalk squares, the Village also installs Americans with Disabilities Act (ADA) required ramps at intersections and replaces select curbs adjacent to the sidewalks. Residents adjacent to planned sidewalk work have been notified of the work by mail.



REVIEW AREA
 Sidewalk Replacement

WEEK OF SEPTEMBER 10, 2012

MON.	9/10		No Meetings
TUES.	9/11	7:30 p.m.	Regular Meeting of the Board of Trustees - Board Room
WED.	9/12	7:30 a.m	Special EDC Meeting - Cancelled
THURS.	9/13	5:00 p.m.	Electrical Commission - Cancelled and rescheduled to 9-20-12
		5:30 p.m.	Architectural Control - Terrace Room
		7:00 p.m	Sr. Services Commission – Shermer Study
FRI.	9/14		No Meetings
SUN.	9/16		Rosh Hashanah begins
		Noon-4pm	ShermerFest - Village Green Park