

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: September 13, 2013

RE: STAFF BRIEFING

WEEK OF SEPTEMBER 9, 2013

PLAN COMMISSION

On September 9, the Plan Commission held its second meeting in the public hearing on Docket No. 13-08: Walmart & the Adjoining Parcel to the North located at 1000 Skokie Boulevard. This meeting was held at the Glenbrook North Center Performing Arts Center to accommodate an anticipated large crowd.

The meeting began with the Village traffic consultant, Gewalt Hamilton, presenting a summary of the findings of the Village's traffic study of the Skokie Boulevard corridor. The applicant then presented information regarding truck deliveries, hours of operation, parking lot lighting and security.

After the traffic consultant and applicant's presentations, members of the public were invited to make their comments regarding the proposed project. Speakers representing groups presented first, and then individual members of the public spoke. Out of the nearly 340 members of the public in attendance, approximately 45 members spoke. All spoke in opposition to the project.

As she indicated at the beginning of the meeting, Chairman Franklin stopped the public comment section at 11:00 p.m., and the Commission moved to continue the public hearing to Monday, September 23, at 7:00 p.m. at the Glenbrook North Performing Arts Center.

Special Note regarding the recording of the Walmart Public Hearing: In effort to accommodate all the participants taking part in the Public Hearing, the Plan Commission meeting was held at the CPA at GBN. Due to some technical challenges at the alternate meeting location, the video and audio quality of the recording was compromised. Staff noted the recording on the Village website at www.northbrook.il.us may be better than the NCTV signal for this meeting. Staff is working to improve both the video and audio for the Sept. 23 meeting.

The September 23 Plan Commission meeting replay will be available on line at www.northbrook.il.us by 7pm on September 24 and replayed on NCTV on Thursday, September 26 and Saturday, September 28 at 9am and 7pm

ARCHITECTURAL CONTROL COMMISSION

On September 12 and as requested by the Board of Trustees, the Architectural Control Commission (ACC) reviewed the proposed building design, landscaping, and signage for the proposed NorthShore 770 project. The ACC spent nearly three hours reviewing and discussing these elements of the project. The bulk of the ACC's discussion focused on the height and design of the residential building. The ACC, by a vote of 5-0 (two members absent), recommended approval of the design of the buildings, landscaping, signage, and

residential parking ramp slope of 9% as was submitted as part of the planned development concept plan subject to the ACC reviewing the detailed design elements for the project (e.g. materials, colors, etc.) during the final plan approval process for the planned development and subject to all future building signs being reviewed and approved by the Commission.

SENIOR SERVICES COMMISSION

On Thursday, the Senior Services Commission held their bi-monthly meeting. During the Manager's Report, Realty and Mortgage (R&M) representatives discussed their recommendation for a contract for a planned replacement of carpeting at Crestwood Place. The Commission voted to recommend the expenditure and asked that the item be placed on the September 24 Village Board Agenda for consideration. The Commission also discussed the need for better long-term planning for the capital needs at Crestwood Place. It was recommended that a complete assessment of the mechanical systems and building structure of Crestwood Place be considered during the Commission's review of the Senior Housing Budget.

The Commission again discussed the contract renegotiation process with R&M for Management Services of Crestwood Place and asked that staff begin to review the contract and commence discussions with R&M. The contract with R&M is set to expire in April, 2014.

Finally, the Commission reviewed an insert that will be included in the October Village newsletter specifically related to senior resources in and around Northbrook. The four-page insert will be updated at least annually to supplement the Village's website and to provide information to seniors and their families about programs and services available to them.

The Commission's next meeting will be held on Thursday, November 14 at Crestwood Place.

COMMUNITY RELATIONS COMMISSION

On Thursday, the Community Relations Commission held a meeting. Commission Chair Ray Wehr provided an update on the Youth Forum/Northbrook Cares initiative. He noted that the subcommittee met last week and reviewed a template for the Northbrook Cares website, which will provide a resource listing. Chair Wehr is working with Glenbrook North High School currently to see if Northbrook Cares could have a presence at the October 18 football game in which information about the website could be distributed. An update was also provided on the Sister City initiative; currently, information is being collected and a subcommittee is being formed. The Clergy Lunch is scheduled for December 4, 2013, more information will be forthcoming. The next meeting of the Commission will be on Thursday, October 4.

CURRENT STATUS FOR WILLOW ROAD BOX CULVERT REPLACEMENTS

The Illinois Department of Transportation (IDOT), in conjunction with the Willow Road reconstruction and widening project that is taking place between Waukegan Road and the Edens Expressway, has undertaken the removal and replacement of two box culverts between Shermer Road and Patriot Boulevard. This separate project started in late May and *was* anticipated to be completed by the end of September. The removal and replacement of the *east box culvert* is now completed. However, a construction delay occurred for the last couple of weeks due to an unanticipated conflict with a ComEd communications duct on the *west box culvert*.

Public Works staff was informed this week that the Illinois Department of Transportation's Willow Road Box Culvert project has approximately 9 weeks of construction remaining. IDOT has approved overtime for their contractor to complete the remaining box culvert removal and replacement work, once ComEd's crews are completed. ComEd will be working to relocate their infrastructure in the project area over the next two

weeks. This will accelerate the remaining 12-week construction schedule to 9-weeks. Staff will continue to monitor the project and the utilities progress with the work.

YOUTH COMMISSION APPRECIATION BBQ

On Wednesday, September 11, the Youth Commission held their annual Fire and Police Appreciation BBQ at the Police Department. The event not only afforded an opportunity for the members of the Commission to informally visit and share their ideas and concerns with staff from the each of the departments, but it also allowed them to show their great appreciation for the efforts of our public safety personnel. Our police and firefighters were glad to read cards created by students from Meadowbrook Elementary. To conclude the evening, participants were treated to a tour of the Police Department.

POLICE ACTIVITY

A NIPAS Emergency Services Team requested a call out on Saturday, September 7, in McHenry, Illinois to assist the McHenry Police Department with the apprehension of a subject wanted for aggravated battery. The subject was armed with a knife and barricaded on a rooftop. NIPAS-EST operators took the subject into custody and turned him over to the McHenry Police Department. The mission concluded safely with no harm to persons or property.

A resident in the 1500 block of Elm Avenue returned home on Wednesday, September 11, to find his home had been burglarized. At this time, it has been determined that cash was removed from the home.

A patron at Sportsman's Country Club parked her vehicle in the parking lot, leaving her purse hidden in the back seat of the locked vehicle on Thursday morning, September 12. Unknown persons smashed the rear driver's window and removed her purse containing various pieces of identification, credit cards and cash.

All scenes were processed for evidence and canvasses of the areas conducted.

FIRE DEPARTMENT RESPONDS TO PARTIAL FLOOR COLLAPSE

At approximately 11:30am on Sunday, September 8, the Fire Department responded to the 1100 block of Voltz Road for the reported floor collapse with injuries. Upon arrival it was determined that a floor inside a residence had dropped approximately 12 inches while occupied. 1 individual was transported with non-life threatening injuries and another individual was treated on scene but refused transport to the hospital. The structure was deemed uninhabitable by the Building Department until it could be inspected by a Certified Structural Engineer. The cause of the collapse is currently under investigation.



NORTHBROOK ASSISTS GLENVIEW WITH MULTIPLE FIRES ON SAME EVENING

At approximately 9:00pm on Tuesday, September 10, Northbrook Tower 12 and Battalion 11 responded auto aid to the 2800 block of Old Willow Road in Glenview for the Structure Fire. Battalion 11 operated as the Safety Officer and Tower 12 performed overhaul and ventilation operations. After returning to Northbrook, Tower 12 was requested to Glenview once again at 12:30am at the Box Alarm Level for the Structure Fire in the 3400 Block of Triumvera Ln. Tower 12 conducted search and rescue operations and was released after approximately 2 hours. Northbrook stations were covered by callback personnel and both fires are currently under investigation.

BICYCLE TASK FORCE

On Wednesday, September 11, the Bike Task Force (BTF) committee held its bi-monthly meeting. The committee discussed the grant applications the Village submitted individually and jointly with other communities for Illinois Department of Transportation’s (IDOT) Illinois Transportation Enhancement Program. These projects included the Skokie Valley Trail, Shermer Road Bike Path, On-street Pavement Marking and Signage, and additional Metra Bike Parking & Bike Shelter. Applications were due on August 20 and it is anticipated announcements for selected project will be made in January 2014. The BTF reviewed site plans for proposed developments along Skokie Blvd to inquire if bicycle/pedestrian amenities were being provided and will provide suggested site recommendations to the Plan Commission. Additional topics of conversation included listing bicycle event information in the monthly Village Newsletter and concluded the meeting with review of the BTF’s work program.

MWRD STREAM BANK STABILIZATION PROJECT OPEN HOUSE

On Wednesday, September 11, Village Engineer Paul Kendzior and staff from the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) hosted an open house to solicit public comment regarding several stabilization projects along stream banks in Northbrook and Northfield (see photo). The sole project in Northbrook includes the installation of a retaining wall along the West Fork of the North Branch of the Chicago River behind 844 and 850 Fair Lane. Upon completion of the project, the Village will assume responsibility for future maintenance of the wall. A retaining wall was selected as it maximizes erosion control while minimizing tree removals and future maintenance costs.



WEEK OF SEPTEMBER 16, 2013

SUN.	9/15	Noon-4pm	SHERMERFEST –Village Green Park
MON.	9/16		No Meetings
TUES.	9/17	6:30 p.m.	Communication & Legislation – Terrace Room
		7:00 p.m.	Plan Commission Meeting – Board Room
		7:30 p.m.	Committee of the Whole - Cancelled
WED.	9/18		Sukkot begins at Sundown
		7:00 p.m.	Youth Commission – Cancelled
THURS.	9/19	6:30 p.m.	Stormwater Management Commission – Cancelled rescheduled to 10-17
		7:00 p.m.	Environmental Quality Commission – Shermer Study
FRI.	9/20	10:00 a.m.	No Meetings