

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: September 27, 2013

RE: STAFF BRIEFING

WEEK OF SEPTEMBER 23, 2013

ADMINISTRATION & FINANCE COMMITTEE MEETING

The Administration and Finance Committee met for the quarterly budget meeting on Tuesday. Staff reported on the final results for Fiscal Year 2012/13 and on the first quarter of the current fiscal year.

For the Fiscal Year ended April 30, 2013, General Fund revenues were \$629,930 over budget and expenses were \$944,000 under budget. This produced a General Fund surplus of nearly \$1.6 million and General Fund reserves equal to 46% of revenues.

For Fiscal Year 2013/14, we currently estimate that revenues will be over budget by \$301,685. Building permit activity and revenue continues to be strong. Through the first quarter, we have already realized 53% of our anticipated permit revenue for the fiscal year and we have raised our projection for the fiscal year by \$400,000. Expenses are projected to be \$186,115 under budget due to an assessment that the budgeted replacement of the Public Works Center roof was not needed at this time.

The next quarterly budget review will be held in late November.

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday. Police Officer Eric Gustason was sworn into office. During the President's Report, President Frum proclaimed October 2013 as "Domestic Violence Awareness Month" and October 28 through October 31, 2013, as "UNICEF Collection Days - Kids Helping Kids" in the Village of Northbrook.

During the Consent Agenda, the Board passed seven Resolutions: authorizing a contract with Denler, Inc. of Mokena, IL for crack sealing of asphalt streets; approving an agreement with Custom Carpets, Inc. for carpeting replacement at Crestwood Place; authorizing the purchase of 164 parkway trees from the Suburban Tree Consortium; authorizing the transfer of excess General Fund Reserves to the Infrastructure Capital Projects Fund; approving an amendment to the First Amended and Restated Development and Transferee Assumption Agreement with Essex Corporation (The Lodge – Techny Parcel Ec-2A); approving Plats of Consolidation for 1524 Walters Avenue, 1350 Waukegan Road, and 1354 Waukegan Road; and, authorizing a budget amendment and transfer to prepare preliminary designs for Shermerville Commons. The Board also passed two Ordinances: approving minor modifications to Ordinance No. 2011-44 granting special permits for an independent senior living facility, building height in excess of RS District limit, floor area ratio in excess of RS District limit and site plan approval (The Lodge – Techny Parcel Ec-2A); and, granting a Level III Design Review Permit for an exterior wall sign at 1346 Shermer Road (Juniper Boutique).

The Board heard a preliminary review of a request for a development consisting of 26 detached single family homes by Pulte Group located at 3000, 3040, and 3080 Willow Road. The Board provided comments and directed this item to the Plan Commission.

The next Regular Meeting of the Board of Trustees will be on Tuesday, October 8.

SEPTEMBER 23 SPECIAL PLAN COMMISSION MEETING

On September 23, the Plan Commission held its third meeting of the public hearing for Docket No. 13-08: Walmart & the Adjoining Parcel to the North located at 1000 Skokie Boulevard. This meeting was held at the Glenbrook North High School Performing Arts Center to accommodate an anticipated large crowd.

The meeting began with the Applicant presenting a revised east building elevation and a revised landscaping plan.



Revised East Building Elevation Along Skokie Boulevard

After the Applicant's presentation, members of the public were invited to make their comments regarding the proposed project. Out of the approximately 475 members of the public in attendance, approximately 60 members spoke.

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 Wednesday, October 23, at 7:00 p.m. at the Glenbrook North High School Performing Arts Center. At that time, the Commission will continue to hear comments from the public. Should time permit, the Applicant would then be given the opportunity to give closing remarks, and the Commission would then begin its deliberations of the Applicant's requested zoning and subdivision relief. The September 23 meeting is available on line at www.northbrook.il.us and will be replayed on NCTV-Cable Channel 17 on Thursdays and Saturdays at 9am and 7pm through October 3.

ICDC SEPTEMBER MEETING

At its regular meeting on September 24, the Industrial and Commercial Development Commission reviewed PCD-13-01: 770 Skokie Boulevard NorthShore 770, which is an application submitted by Morningside Crossroads Partners, LLC requesting to develop the northwest corner of Dundee Road and Skokie Boulevard with a luxury apartment building and grocery-anchored shopping center. Specifically, the Commission considered only the applicant's zoning and subdivision relief request at this time.

Staff presented an overview of the Applicant's requested zoning and subdivision relief request. The Applicant and Owner's representatives were at the meeting and responded to questions from Commission members. The Commission's discussion focused on potential traffic impacts of the proposed development

on Skokie Boulevard as well as questions regarding the potential market impacts on other existing retailers, in particular, grocery stores in the community. After a brief discussion, the Commission adopted the following recommendation by a vote of 8-0 (one member absent, and one member abstaining):

The proposed development is consistent with the Comprehensive Plan's land use designation for major corridor multi-uses and that an appropriate zoning district should be created to accommodate the development. Recommendations regarding the specific requirements of the new zoning district and other necessary zoning and subdivision relief should be left to the Plan Commission and the Architectural Control Commission, both of which have far greater expertise with these areas.

As was previously noted the Commission only commented on the zoning and subdivision relief and asked to be provided the opportunity to comment on the Applicant's tax increment financing request when that information becomes available.

COMMUNITY RELATIONS COMMISSION – NORTHBROOK CARES SUBCOMMITTEE

The Youth Forum/Northbrook Cares subcommittee of the Community Relations Commission met on Wednesday. At the meeting, the draft website for Northbrook Cares was reviewed. This website is being developed to act as a resource guide for the various service agencies in the surrounding area. This website will be reviewed by the Student Advisory Board at Glenbrook North High School on Thursday, October 3. The subcommittee also discussed a possible logo; this discussion will be continued at future meetings. The next meeting of the subcommittee will be Thursday, October 3 at 6:30pm.

GBN HOMECOMING WEEKEND

Glenbrook North held their Homecoming parade Friday afternoon at 4:00pm. The football game against Maine East is Friday evening. A fireworks display is planned for immediately following the game. The Police and Fire Departments will be assisting with the fireworks display. Sherman Drive will be shut down in both east and west directions for traffic and crowd control. The fireworks display is only expected to last ten minutes. The Homecoming dance will take place on Saturday evening at GBN. Welcome home alumni and Go GBN!

POLICE OFFICER ERIC GUSTASON

At the Village Board meeting on Tuesday evening, September 24, Northbrook Police Officer Eric Gustason was sworn in. Eric comes to Northbrook from the corporate world, and holds a Bachelor of Science Degree in Criminal Justice Administration. Officer Gustason will begin his training on Monday, September 30, at the Suburban Law Enforcement Academy (SLEA) in Glen Ellyn on the campus of the College of DuPage with a graduation date of December 20, 2013. Welcome to the team Eric.



POLICE ACTIVITY

Over the past couple weeks, the Police Department has received numerous reports of burglaries to vehicles. Often these cases involve offender(s) removing purses, valuables, etc. that are left in sight within the vehicle. Vehicle owners are reminded to not leave their valuables in their vehicles or in plain sight within the vehicle.

Police are investigating several incidents of vandalism at Northbrook Court where numerous vehicles were hit with paint balls.

A suspicious transaction resulted in a robbery occurring on Dundee Road in front of Dunbrook Center on Tuesday, September 24th, at approximately 7 p.m. Ultimately, the car jacked vehicle was located by Evanston Police and the offender taken into custody and turned over to Northbrook, arrested and charged.

After a yearlong investigation, Detectives arrested a subject who was stealing from his employer, Ron of Japan. The investigation revealed that he stole over \$50,000. The offender was charged with theft over \$10,000 and is awaiting a court date.

After a woman's tires were slashed at the Citadel, Detectives interviewed her x-boyfriend and warned him not to have further contact with her. In spite of this warning, he continued to email her while copying the Officers. He was arrested and charged with harassment through electronic communication.

MAJOR CRASH ASSISTANCE TEAM (MCAT) CALL OUT

Northbrook responded to an MCAT activation on Sunday, September 22, involving a vehicle crash in the 1000 block of Milwaukee Avenue in Glenview. The crash was a head on crash where the driver of the offending vehicle had crossed into oncoming traffic and struck the victim's car head on. The driver of the offending vehicle had admitted to using bath salts to get high. The driver of the second vehicle was pronounced dead at Lutheran General Hospital. The passenger of the second vehicle also was transported to Lutheran General with numerous fractures and is in critical condition after being extricated from the vehicle. This person is in a drug induced coma at this time. MCAT recommended that the Glenview Police Department contact the Assistant State's Attorney's office immediately. As of this writing, it is our understanding that at least one charge of reckless homicide against the driver of the offending vehicle has been approved with other traffic charges to follow.

NORTHBROOK C.E.R.T. TO ASSIST AT CHICAGO MARATHON

On September 21, the Northbrook Citizen Emergency Response Team (CERT) team met in preparation for the upcoming Chicago Marathon. Members reviewed race medical scenarios and treatments. The race is scheduled for October 13. This is the fourth consecutive year that volunteers have participated in emergency medical roles posted at the race pre-finish line seeking out those in need of medical attention and assistance. Anyone interested in participating in this year's winter CERT Academy, beginning in December, may contact Lt. David Crawford by email (david.crawford@northbrook.il.us) for more information.

NORTHBROOK ENGINE 10 ASSISTS GLENCOE WITH FIRE

At approximately 2:30pm on Monday, September 23, Northbrook Engine 10 responded to the 500 block of Dundee road in Glencoe for a Structure Fire. Upon arrival Engine 10 was assigned to interior fire extinguishment operations and after extinguishment of the fire, assisted with salvage and overhaul. There were no injuries reported and the fire is currently under investigation.

WATER DISTRIBUTION SYSTEM MODEL

In June, the Village awarded a contract to MWH Americas, Inc. of Chicago, Illinois to develop a new water distribution system model. A water distribution system model is a computerized representation of the Village's distribution system that can be used to simulate various operating conditions. This model is intended to assist staff in identifying how the Village can most efficiently operate the distribution system at higher pressures without experiencing an excessive number of main breaks. MWH reports that development of the new water distribution system model is progressing well. The initial model build is nearly complete and MWH will be conducting field-testing in early October. Once the model is operational, potential improvements to the distribution system will be tested.

SIDEWALK IMPROVEMENTS

Work relating to the 2013 sidewalk program continued this week with the Village’s contractor, Suburban Concrete, removing and installing sections of sidewalk throughout the project area. Sections that have been designated for removal are those that have begun to fail and exhibit structural or safety concerns. In addition to replacing these sidewalk segments, the Village will also be installing ramps at intersections to maintain compliance with the Americans with Disabilities Act. This project is expected to be complete in 1-2 weeks.



PARKWAY ASH TREE REMOVALS

The Village’s contractor, Advanced Tree Care, worked this week to remove approximately 90 parkway ash trees that are dead or dying due to infestation by the Emerald Ash Borer (EAB). Upon removal, logs are transported to the Public Works Center where they are collected by Northwest Wood Products of Harvard, IL. Northwest Wood Products mills



as many of the logs as possible into lumber with the remaining wood being used for pallets. The photo depicts a pile of ash logs awaiting collection at the Public Works Center. Public Works staff is currently in the process of evaluating the remaining 1,800 parkway ash trees to determine which warrant removal. Advanced Tree Care will return in late fall/early winter to perform this work.

WEEK OF SEPTEMBER 30, 2013

MON.	9/30		No Meetings
TUES.	10/1	9:00 a.m.	Department Head Meeting – Terrace Room
		7:00 p.m.	Plan Commission Meeting – Board Room
WED.	10/2		No Meetings
THURS.	10/3	6:30 p.m.	CRC Subcommittee Meeting- Library
		7:00 p.m.	Arts Commission - Terrace Room
		7:00 p.m.	Community Relations Commission - Library
FRI.	10/4		No Meetings