

MEMORANDUM

TO: STAFF

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

FROM: Richard Nahrstadt, Village Manager

DATE: August 19, 2011

RE: STAFF BRIEFING

WEEK OF AUGUST 15, 2011

PLAN COMMISSION MEETING

The Plan Commission held their regular meeting on Tuesday, August 16. There were no public hearings scheduled, so the staff presented the Commission with information on the single family residential district standards in the Zoning Code. Trustee Israel attended the meeting and provided the Commission with important details concerning the recent efforts of the Stormwater Management Commission and the upcoming Board review of the Stormwater Master Plan.

The Plan Commission agreed that some of the details of the zoning code should be reviewed to see if refinements were necessary; however, they were particularly interested in having staff re-examine the basic principles of site design in our engineering and building codes, recognizing that only a small fraction of what is constructed in the community goes through a Plan Commission review process. They were very supportive of the DPS staff initiative to formulate site development standards for individual single family lots. They were also interested in having a joint meeting with the Stormwater Management Commission to discuss how zoning principles can work in concert with stormwater and environmental planning objectives.

YOUTH COMMISSION MEETING

The Youth Commission met for their regular meeting on Wednesday—this was the first meeting after a two-month summer break. At the meeting, Commissioners discussed the planned events for the upcoming year as well as new events. The Commission hopes to begin work on a “Youth Forum” in which dialogue would be opened up between adults and youth in Northbrook. This is a project that will be discussed in detail at an upcoming meeting. The Commission is also preparing an annual report to present at an upcoming Board of Trustees meeting. Currently, Commissioners are preparing for the Police/Fire Appreciation BBQ on September 11. The next regular meeting of the commission will be on Wednesday, September 21.

EQC MEETING

The Environmental Quality Commission met for their regular meeting on Thursday. The group discussed Chairman Reynolds’ attendance of the North Branch Chicago Watershed Planning Committee Meeting. That organization spent much of their time discussing the benefits of bioswales and rain gardens to areas that suffer from overland flooding issues. The Commission also discussed the upcoming installation of the Village’s first rain garden on Village property, which will be located at the Village Hall. The Park District and now School District 28 have adopted the use of rain gardens as an educational and detention device, and the Commission

is hopeful that more residents will begin to install them on their property as well. The next EQC meeting is scheduled for September 15.

ILLINOIS DEPARTMENT OF PUBLIC HEALTH CONDUCTS ANNUAL INSPECTION

On August 16, Mike Epping, Ambulance Program Coordinator from IDPH, visited Fire Station 11 to perform our Annual Ambulance Inspection. During the three-hour process, the department's five Ambulances were thoroughly examined inside and out. All ambulances passed muster and were certified and licensed for another year.

FIRE DEPARTMENT RECEIVES NEW AMBULANCE

The Village's new MED TEK ambulance arrived on Tuesday, August 9. The ambulance was purchased from Foster Coach Sales in Sterling, Illinois. The company has provided the Fire Department with its two previous front line ambulances through a selective bidding process. The new ambulance comes equipped with several anti-idling devices, low voltage LED lighting throughout, and cleaner emissions to help keep our community green. This new ambulance will be replacing an 11-year-old unit which was scheduled for replacement in 2010. The new ambulance is scheduled to be in service in September and will be responding from Fire Station #11 at 740 Dundee Rd.

CHERRY LANE AND MEADOW ROAD BRIDGE DECK REHABILITATION

Construction work on the Cherry Lane Bridge over the West Fork of the North Branch of the Chicago River has been completed and the bridge was *reopened on Friday afternoon*. Upon the reopening of the Cherry Lane Bridge, the contractor closed the Meadow Road Bridge to begin construction work on that bridge deck.

Electronic message boards have been placed on site to notify motorists of the coming construction on Meadow Road and residents and businesses in the area have been notified by mail. In addition, a notice was posted on the webpage, Facebook and sent via email to those registered with Northbrook Notify. Construction is expected to take 7-10 business days, depending on weather conditions and the subsurface patching that has to be completed. During construction, the bridge will be closed to motorists and pedestrians. A detour route has been established and is available on the Village's website at www.northbrook.il.us/MeadowDetour .

WATER TOWER CONSTRUCTION UPDATE

Sandblasting and painting of the interior of the new water tower continued this week. Painting of the interior and exterior of the water tower is expected to be completed in late September or early October. Filling of the new tower will begin in October and the new tower is expected to be brought online in November.

2011 SEWER & WATER MAIN IMPROVEMENTS

The contractor, Lenny Hoffman Excavating, has completed the installation of the water mains on Red Haw Lane and Surrey Lane and now has completed the residential service connections to the new main. The contractor will complete the project by restoring all disturbed pavement and lawn areas in early September.

NEW GATEWAY SIGNS INSTALLED

The Public Works Department completed the installation of two new gateway signs this week. The new signs were installed on eastbound Dundee Road at Sanders Road, and on westbound Dundee Road east of Skokie Highway. In addition to these signs, over the last twelve months the Public Works Department has installed new gateway signs on Waukegan Road southbound at Dundee, Pfingsten Road northbound at Highland, Shermer Road northbound at Willow, Skokie Boulevard northbound of Dundee, and southbound Skokie Boulevard at Lake-Cook Road.



CULVERT REPLACEMENT AT GLENDALE AVENUE AND DEHNE ROAD

This week the Public Works Department removed and replaced 35 linear feet of failed storm sewer culvert that ran under the intersection of Glendale Avenue and Dehne Road. The existing 12" corrugated metal culvert pipe was rusted from age and not moving water efficiently. Crews replaced it with a 12" ductile iron pipe that will better withstand the elements. This work was scheduled in conjunction with the resurfacing of Glendale Avenue, which is anticipated to be done within the next few days.



WEEK OF AUGUST 22, 2011

MON.	8/22	7:30 p.m.	Zoning Board of Appeals – Board Room, CANCELLED
TUES.	8/23	7:30 a.m. 7:30 p.m.	ICDC – Terrace Room, CANCELLED Regular Board of Trustees Meeting – Board Room
WED.	8/24		No Meetings
THURS.	8/25		No Meetings
FRI.	8/26		No Meetings