

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: August 16, 2013

RE: STAFF BRIEFING

WEEK OF AUGUST 12, 2013

WALMART PUBLIC HEARING

This coming Tuesday, August 20, at 7:00 p.m. the Plan Commission will begin the public hearing process regarding the proposed Walmart and additional potential commercial development at 1000 Skokie Boulevard. Given the scope of the project, the **August 20 hearing will include a staff description of the proposed development and the Applicant's presentation of the proposal.** This meeting is open to the public and will be broadcast live on NCTV Channel 17 as well as streamed live on the Village's website. We anticipate these presentations taking several hours to complete. To avoid members of the public having to wait several hours to speak at a late hour, we have scheduled public testimony to commence at the second meeting of the public hearing. **Public testimony on this matter will be heard by the Plan Commission beginning on Monday, September 9 at 7:00pm in the Center for the Performing Arts at Glenbrook North High School (2300 Shermer Road).** *The September 9 meeting will not be broadcast or streamed live, but will be available both on NCTV Channel 17 and the Village's website on Tuesday, September 10.*

Written public comments will also be part of the public record and be distributed to the Plan Commission. Written comments may be submitted at any time via mail to: David Schoon at 1225 Cedar Lane via or email at 1000Skokie@northbrook.il.us. More information regarding Walmart's proposal can be found on the Village's website at www.northbrook.il.us.

REGULAR BOARD OF TRUSTEES MEETING

The Board of Trustees held a regular meeting on Tuesday. During the Hear from the Audience portion of the agenda, residents of the newly formed East Shermer Homeowner's Association spoke to the Board regarding concerns over the current speed limit and truck traffic conditions on Shermer Road, between Waukegan and Dundee Roads. President Frum asked staff to look into these conditions as well as what options may be available. It is important to note that this portion of Shermer is maintained by IDOT. Under the President's Report, David Whitlock was appointed to the Youth Commission. During the Consent Agenda, the Board passed eight (8) Resolutions: approving an agreement with Comcast Cable Communications Management, LLC for fiber internet connectivity services; approving the purchase of Cisco Networking equipment; authorizing the execution of an agreement with Emerald Tree Care, LLC of Carol Stream, Illinois for the treatment of 94 parkway Elm Trees; authorizing a contract with AA Service Company of Northbrook, Illinois for HVAC Improvements at Fire Stations 10 and 12; authorizing the procurement of roof maintenance services from All American Exterior Solutions of Lake Zurich, Illinois; expressing support of a grant application related to the Skokie Valley Trail; expressing support of a grant application related to the expansion of the Village's on-street bicycle signage and pavement markings; and, approving an agreement with Bollinger, Lach Associates, Inc. of Itasca, Illinois for the FY 2013/14 Stormwater Improvement Projects.

The Board heard two (2) Preliminary Reviews under the Planning & Zoning Committee report. The first was a request to resubdivide three (3) Lots into two (2) Lots at 1539 Sunset Ridge. The Board provided comments and directed this item to the Plan Commission. The second Prelim was a request to modify Phase 2 of the Lodge by Essex located at 2220 Founders Drive (previously approved in Ordinance No. 11-42). The Board directed staff to prepare approval documents—with specific parking clarifications—for an upcoming agenda. During the Administration & Finance Committee report, the Board directed staff to prepare approval documents for contributions to both Northbrook Citizens for Drug and Alcohol Awareness and Youth Services of Glenview Northbrook. Under the Communications & Legislation Committee report, a Resolution was passed approving an agreement with Everbridge Inc. for purchase and support of an Emergency Notification System. This system will replace our current Northbrook Notify system and provides the Village with more mass communications options for Northbrook residents and businesses.

The next Regular Meeting of the Board of Trustees will be on Tuesday, August 27 immediately following the Special Committee of the Whole meeting scheduled for 6:30pm that evening.

VILLAGE COMMUNICATION TECHNOLOGIES

As a reminder, there are several ways to communicate with the Village:

If residents and businesses want to contact the Village with service requests, questions, and concerns, please use the Village's GoRequest System. Northbrook's GoRequest is an online and smart-phone friendly service that makes it easy to contact the Village.

- To access the service on line, visit www.northbrook.il.us and click the GOResult logo.
- To download a free app for iPhone and Android phones go to www.northbrook.il.us/GOApp. Just open the app, select your issue, and take a picture - the app knows the location and what Village Department is responsible for handling the issue.



The system features a simple form and is easy to use, and allows you to track the status of your request with the Village. No matter which way you choose to contact the Village, either by calling 847/272-5050 during business hours, going to www.northbrook.il.us/GoRequest or by using the Smart Phone app, our system ensures the right person is contacted and the problem is rectified quickly.

If the Village needs to contact residents and businesses, the Village uses Northbrook Notify. Northbrook Notify is an email, text and phone message communications system used for mass notifications for alerts such as water boil orders and hydrant testing. In addition, Northbrook Notify offers residents and businesses the option to sign up for general non-emergency announcements. If we can't reach you, we can't alert you. All businesses and residents are encouraged to sign-up for Northbrook Notify. In the next month or two, the Village will be upgrading the Northbrook Notify system and residents will be alerted to new options which will be available. To sign up your phone and email with Northbrook Notify, visit www.northbrook.il.us/NorthbrookNotify or call 847/664-4015.

PUBLIC WORKS GRANT FUNDED PROJECTS

The Public Works Department has completed two projects this year that have been partially funded by grants. The Village received a \$15,000 grant from the Illinois Department of Natural Resources (ILDNR) for

the replacement of parkway ash trees lost to the Emerald Ash Borer. These replacement trees were planted in May and the Department is currently awaiting the reimbursement request to be approved. In addition, the Public Works Department received a grant from the Illinois Department of Commerce and Economic Opportunity (DCEO) worth approximately \$107,000 for the replacement of interior lighting at five Village-owned buildings with energy efficient bulbs. This work was completed at the three Fire Stations, Water Filtration Plant, and Civic Building earlier this year.

The Public Works Department is currently in the process of applying for grants related to seven projects. Five of these requests are related to improvements to the Village's bicycle network. Staff has submitted a grant application to the Chicago Metropolitan Agency for Planning (CMAP) for an update to the Village's bicycle plan. In addition, four grants requests have been submitted to the Illinois Transportation Enhancement Program (ITEP) for funding of engineering and construction of various projects. Proposed improvements include a bike path along Shermer Road between Willow Road and West Lake Avenue, expansion of the Village's bicycle route signage and on-street markings, and a bike shelter at the train station. Also included is a request for Phase I and II Engineering for the Skokie Valley Trail, a regional bike trail that would connect the City of Chicago with Lake County. This project is a partnership between the Villages of Northbrook, Glenview, Wilmette, Skokie, and Northfield as well as the Counties of Cook and Lake. An announcement of which projects have been awarded funding through ITEP is expected in January.

The Public Works Department has also requested funding through the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program. A pre-application has been submitted to defray the cost of the Wescott Park Storage Facility and Shermer Road Overflow Sewer projects identified in the Master Stormwater Management Plan. The Illinois Emergency Management Agency (IEMA) is currently in the process of reviewing the pre-applications to determine which agencies should complete the lengthy full application. It is anticipated that the Village will become aware of the status of this grant application by the end of August.

SHERMER ROAD RAIL BRIDGE CONSTRUCTION UNDERWAY

The Union Pacific Rail Road (UPRR) has indicated in their regular updates to the Village that the replacement of the bridge remains on schedule. Foundation work is well underway, and placement of the necessary sections of the temporary bridges have been put in place. This has resulted in a lot of noise, dust and mud. Staff has requested that the UPRR and their contractors remain diligent on keeping the site as clean as



possible so that businesses and their employees who are driving in the area are impacted as minimally as possible.

This photo highlights the progress being made – the placement of the bridge foundation piers (at the left of the photo) is well underway, with the temporary small spans (visible in the center of the picture) in place to allow rail traffic to continue while construction continues.

CROSSING GUARD ANNUAL TRAINING

On Thursday morning, August 15, the Police Department Community Relations Unit held their annual training seminar for Crossing Guards. All full time and reserve Guards were in attendance. All crossings will be covered for this school year by returning, veteran Guards. The Guards were updated on new procedures and given a refresher course on safely crossing children. School is scheduled to start next week at all Northbrook public schools.

POLICE ACTIVITY

Police are investigating a burglary occurring over the evening of Wednesday, August 14, to a commercial establishment on Raymond Drive. Unknown persons cut the padlock to a rear storage yard gate and storage trailer which housed landscaping equipment. The scene was processed by Evidence Technicians.

NORTHBROOK FIRE DEPARTMENT MEMBERS ATTEND FIRE RESCUE CONFERENCE

Beginning Tuesday, August 13, Fire Department members attended the annual International Fire Chiefs Association Fire Rescue Conference held at McCormick Place. Attendees are able to participate in lectures and seminars presented by Fire Chiefs from around the country. In addition, the conference opens up the exhibit floor for two days to display the newest firefighting equipment available.



NORTHBROOK ASSISTS DEERFIELD WITH STRUCTURE FIRE

At approximately 8:30am on Friday, August 16, Northbrook E10 and Battalion 11 responded to the 700 Block of Jonquil Lane in Deerfield for a reported structure fire. Upon arrival, Deerfield units had fire showing from the second floor of a single family residence. Northbrook units assisted Deerfield with Fire Ground and Command Operations. Northbrook Stations were covered by callback personnel, and the cause of the fire is currently under investigation.

CONCRETE STREET REHABILITATION PROJECT

The Village's contractor, Triggs Construction, completed the final phase of pavement removal and replacement on Tuesday (see photo). In total, approximately 3,250 cubic yards of concrete were placed throughout the project area which equates to approximately 350 concrete trucks! The restoration of all disturbed asphalt and concrete driveways was also completed on Tuesday and Wednesday. Triggs is in the process of removing all remaining construction materials and signage from the site and restoring all parkway areas that were disturbed by the work. Simultaneously, Triggs's subcontractor, Hard Rock Concrete Cutters, is sealing all of the new pavement joints.



LAKEFRONT PUMP STATION ROADWAY RECONSTRUCTION

The Village’s contractor, Chicagoland Paving, has completed the replacement of the guardrail along the side of the recently reconstructed roadway that abuts the ravine (see photo). The remaining minor restoration and cleanup work will be completed by the end of the day on Friday, August 16. With this work being finalized, the Lakefront Pump Station Roadway Reconstruction project is now complete.



TRAFFIC SIGNAL/LIGHT POLE PAINTING

The Village’s contractor, DiVinci Painters, has been working to paint various light poles in the Central Business District along with the traffic signal poles at the Shermer/Meadow intersection. Earlier this week, DiVinci completed the painting of the traffic signal poles and is nearly finished painting the 35 light poles. A Public Works crew has been working behind the contractor to reinstall hanging flower baskets and banners. Once this work is complete, a total of 101 light poles will have been painted over the past two years, thereby improving their aesthetic appeal and increasing their useful life.

WEEK OF AUGUST 19, 2013

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| MON. | 8/19 | | |
| TUES. | 8/20 | 7:00 p.m. | Plan Commission Public Hearing 1 Wal-Mart - Board Room |
| | | 7:00 p.m. | Committee of the Whole - Cancelled & rescheduled to 8/27 |
| WED. | 8/21 | 7:00 p.m. | Youth Commission - Terrace Room |
| THURS. | 8/22 | | |
| FRI. | 8/23 | | |