

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: August 30, 2013

RE: STAFF BRIEFING

WEEK OF AUGUST 26, 2013

REGULAR BOARD OF TRUSTEES MEETING

The Board held a regular meeting on Tuesday, August 27. During the Consent Agenda, seven (7) Resolutions were passed: approving a contribution in the amount of \$7,000 to Youth Services of Glenview and Northbrook; approving a contribution in the amount of \$10,780 to Northbrook Citizens for Drug and Alcohol Awareness; authorizing a contract with Associated Technical Services, LTD. for water valve maintenance and leak detection services; authorizing the a contract with Westside Mechanical Services, LLC for HVAC maintenance, inspection and repair services; authorizing the procurement of Ash Tree removal services from Advanced Tree Care; approving an agreement with Hampton, Lenzi & Renwick, Inc. of Elgin, Illinois for the Techny Drain Watershed Federal Emergency Management Agency Letter of Map Revision submittal; and, authorizing the a contract with Strand Associates, Inc. for the design of the Skokie Corridor Sanitary Sewer. Also approved were two (2) Ordinances: rezoning property and amending the District Zoning Map (1910-1986 Raymond Drive) (Plan Commission Docket No. 13-13); and, granting a Special Permit for a physical fitness facility in the ICS Industrial and Commercial Services District (1938 Raymond Drive – Aic Training, Inc.) (Plan Commission Docket No. 13-14). The Resolution regarding Traffic Engineering Services was pulled from this meeting.

Under the Planning & Zoning Committee report, the Board held two preliminary reviews which were then passed on to the Plan Commission with minimal comment. During the Administration & Finance Committee report, a Committee meeting was scheduled for September 24 at 6:30pm for a first quarter budget review. Under the Community & Sustainability Committee report, a Committee meeting was scheduled for October 22 at 6:15pm to discuss 4th of July and the joint Village and Park District joint sustainability plan.

The next regular meeting of the Board of Trustees will be on Tuesday, September 10 at 7:30pm.

ICDC MEETING

On August 27, 2013, the Industrial and Commercial Development Commission (ICDC) reviewed PCD-13-08, a joint application submitted by Walmart Real Estate Business Trust (the "Applicant"), as the contract purchaser of the southern 13.0 acres (the "Walmart Parcel") of the property located at 1000 Skokie Boulevard (the "Subject Property"), and by Skodun LLC (the "Owner") as the owner of the Subject Property, and who will retain ownership of the northern 5.06 acres (the "Retained Parcel"). The Applicant and Owner are requesting the rezoning of the Subject Property from the O-3 General Office District to the C-5 Boulevard Commercial District and other necessary zoning and subdivision relief to allow the Applicant to construct and operate an approximately 150,000 square foot supercenter on the Walmart Parcel and to allow the Owner to construct future development for commercial uses on the Retained Parcel.

Staff presented an overview of the Applicant and Owner's requested zoning and subdivision relief request. The Applicant and Owner's representatives were at the meeting and responded to questions from Commission members. After a brief discussion, the Commission adopted the following two recommendations:

- By an 8-0 vote, recommended rezoning the Subject Property (both the Walmart Parcel and the Retained Parcel) from the O-3 District to the C-5 District, as the new zoning designation will provide a significant positive economic benefit to the community.
- By an 8-0 vote, recommended approval of a special permit to allow the construction and operation of approximately 150,000 square foot general merchandise store on the Walmart Parcel.

The Commission decided not to make recommendations regarding the other requested zoning and subdivision relief as the Commission felt that the Plan Commission and Architectural Control Commission have the more appropriate expertise to address those issues.

NEW RESIDENTIAL WASTE SERVICES FRANCHISE INFORMATION

The Village's new residential refuse and recycling franchise takes effect on September 1. This week, Advanced Disposal delivered new 65- and 95-gallon refuse carts to most homeowners in the community. Deliveries of new carts were based on responses to the online and mailed-in surveys from residents. Those who did not fill out the survey are receiving the default 95-gallon refuse cart. There have been some incorrect deliveries made (incorrect sizes, etc.) and Advanced is working to resolve those inaccuracies as soon as possible. As a reminder, all residents have the ability to select a different refuse cart (either smaller or larger) at no charge through December 31 of this year.

Residents also had the option of selecting a larger recycling cart. All homes in Northbrook have been utilizing 65-gallon recycling carts for the past several years. ***Deliveries to those residents who have chosen to receive a 95-gallon cart will take place during the week of September 30.*** Advanced Disposal will be sending information to each homeowner who has selected the 95-gallon recycling cart option to advise them of deliveries and how to have the old carts picked up.

Any questions or concerns should be directed to Advanced Disposal at 847/272-4145 or by visiting www.advanceddisposal.com/northbrook or by emailing Northbrook@advanceddisposal.com.

For more information about the Village's new residential waste and recycling franchise, the Village has developed a brief video. It can be accessed by visiting [mms://media2.igmp2.com/a1607/o21/NorthbrookIL/1426.wmv](https://media2.igmp2.com/a1607/o21/NorthbrookIL/1426.wmv).

1000 SUNSET RIDGE (SENIOR LIFESTYLES) TOPPED-OFF

The new senior housing structure under construction at 1000 Sunset Ridge Road reached an important construction milestone as they “topped off” the five-story building last week. Both DPS and Public Works staff have been visiting the site regularly during this important phase of construction. Construction on the project is proceeding as planned. Some construction photos are provided below, as well as an artist’s rendering of the completed building.



POLICE DEPARTMENT RETIREMENT NEWS

Police Officer Keith Ferris announced his retirement from the Department after serving the Village for twenty-two years. Keith will be moving to Sedona, Arizona to enjoy his retirement. We thank Keith for his service and wish him best of luck on future endeavors!

DIVINE WORD FIRE AND POLICE APPRECIATION CELEBRATION

On Wednesday evening, August 28, the Society of the Divine Word held their annual celebration for the Police and Fire Departments. Local Superior Father Vaz and the Techny staff honored both departments with a social hour and legendary dinner. The Divine Word Missionaries have been hosting this gracious event for twelve years and is always well attended and appreciated by Fire and Police personnel.

POLICE ACTIVITY

The Police Department is investigating three thefts from motor vehicles where Chevy Cavaliers have had catalytic converters removed. One theft occurred at GBN and two at the UPS lot.

Also under investigation is a burglary to auto occurring at Green Acres Country Club where the vehicle's window was broken and a wallet with identification and credit cards removed. A second case under investigation occurred at the Marble Emporium on Carlson Drive where thousands of dollars of power tools were removed from a company work vehicle.

Evidence was processed at all scenes and Investigations personnel are following up.

NORTHBROOK FIRE AND POLICE RESPOND TO BUS ACCIDENT

At approximately 7:30am Friday, August 30, Northbrook Police and Fire units responded to the reported school bus accident. Units arrived on the scene involving an occupied school bus and a single vehicle. The students on the bus and the occupants of the vehicle were all evaluated and no transports to the hospital were required. A school representative from GBN was on location and all students were transported to school by another bus. The accident is currently under investigation.

FIRE DEPARTMENT RESPONDS TO ELECTRICAL FIRE

At approximately 11:00am on Saturday, August 24, the Northbrook Fire Department responded to the 1400 block of Chartres Drive for the reported electrical fire. Upon arrival crews found smoke and a heavy electrical burning odor coming from the pool mechanical room. Crews made entry into the mechanical room and found an overheated electrical box. Crews isolated the power and ventilated the building. The electrical problem is currently being investigated and the pool facility is closed until repairs can be made.

NORTHBROOK RESPONDS TO FORT SHERIDAN FOR MABAS HAZARDOUS MATERIALS INCIDENT

At approximately 2:00pm on Wednesday, August 28, the Division 3 and Division 4 Hazardous Materials Response Teams (HMRT) responded to Fort Sheridan in Highwood for a suspicious package incident at their military base. The Bomb Squad from Waukegan Fire Department x-rayed the package and found no explosives. The FBI relieved the local HMRT from any additional chemical testing because the package was still sealed. The FBI took it to their lab for further investigation. Northbrook's Chief Nolan, the MABAS Division 3 HMRT Liaison Chief, Ambulance 11, and Decon 3 with two Hazardous Materials Technicians responded to the incident. Paid-On-Call firefighters provided station coverage in Northbrook.

POC FIREFIGHTERS GRADUATE PARAMEDIC SCHOOL

Congratulations to Paid-On-Call Firefighters Ben Johnson, Jordan Brandwein and Brent Pfiffner on their graduation from the Highland Park Hospital Paramedic Program on Friday, August 23. Special recognition should be given to Ben Johnson for being the class valedictorian and keynote speaker. They all successfully completed the didactic and clinical requirements for the designation of Emergency Medical Technician – Paramedic. Beginning in January of 2013, each POC completed over 1300 hours on medical lectures and testing, lab sessions, clinical time, internship, and field evaluations. The final step is to take the Illinois Department of Public Health paramedic exam in September. Upon receiving a passing grade, each firefighter will be certified as Emergency Medical Technician-Paramedic.

NORTHBROOK FIREFIGHTERS ATTEND TRUCK COMPANY HANDS-ON TRAINING IN CAROL STREAM

Starting August 20, five Northbrook Firefighters attended four days of intensive hands-on training on ladder operations and ladder rescues. One scenario based upon Chicago's Paxton Hotel Fire required "ladder triage" where crews had to prioritize which victims to rescue in what order based upon proximity to fire, smoke, position in window, and likelihood of jumping. Ground and aerial (truck) ladder work, search and rescue drills, and various roofing scenarios were executed throughout the week.



ANNUAL REPORT PUBLISHED

The Northbrook Fire Department published its FY 2012/2013 Annual Report. The report reviews the past year's fiscal spending, call responses, staff changes, and much more. An electronic copy can be found on the Village website at <http://www.northbrook.il.us/Modules/ShowDocument.aspx?documentid=6346>.

PARKWAY AMERICAN ELM TREATMENTS



This week, the Village's contractor, Emerald Tree Care, injected a fungicide in 94 American Elm trees to protect them against Dutch Elm Disease. The Public Works Department has identified only specimen parkway American Elm trees, those with a trunk diameters are 20 inches or greater and are in good health, for treatment. The Dutch Elm Disease is a fungus that attack's the vascular system of American Elm trees, eventually causing them to die. There are currently approximately 180 specimen parkway American Elm trees, each of which are treated on a biennial basis.

CEDAR LANE STORMWATER MANAGEMENT PROJECT

The Cedar Lane Stormwater Management project is now nearly complete with the Village's contractor, Lenny Hoffman Excavating, having installed a new storm sewer (see photo), inlet improvements, and an overland swale that directs water to the West Fork of the North Branch of the Chicago River. This project is intended to reduce the occurrence of street and parkway flooding along Cedar Lane. The contractor is expected to complete roadway patching next week, at which point this project will be substantially complete.



AMERICAN PUBLIC WORKS ASSOCIATION CONFERENCE

Earlier this week, the Public Works management team members attended the American Public Works Association's (APWA) annual conference which was held in Chicago. Staff members attended educational sessions that discussed various topics pertaining to infrastructure improvements, technology, and performance management. In addition, staff members attended an exposition, providing them with a unique opportunity to discuss new technologies and processes with a wide variety of vendors. This year's conference also included a stormwater summit that was attended by Civil and Special Projects Engineer Jim Baxa. The summit provided information on what local agencies can expect with regard to the Environmental Protection Agency's new stormwater regulations that are expected to be implemented early next year.

WEEK OF SEPTEMBER 2, 2013

MON.	9/2		LABOR DAY – Village Hall Closed – NO RESIDENTIAL REFUSE COLLECTION
TUES.	9/3	7:00 p.m.	Plan Commission Meeting – Board Room
		7:00 p.m.	CRC Subcommittee Meeting – Terrace Room
WED.	9/4		Rosh Hashanah begins at Sundown
THURS.	9/5		Rosh Hashanah
		7:00 p.m.	Arts Commission – Cancelled and Rescheduled to 9/12
		7:00 p.m.	Community Relations Commission - Cancelled and Rescheduled to 9/12
FRI.	9/6		

SEPTEMBER 9, 2013 – REMINDER

MON.	9/9	7:00 p.m.	Plan Commission 2nd Public Hearing: Walmart - Glenbrook North
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