

MEMORANDUM

TO: STAFF

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

FROM: Rich Nahrstadt, Village Manager

DATE: April 8, 2011

RE: STAFF BRIEFING

WEEK OF APRIL 4, 2011

COMMUNITY RELATIONS COMMISSION MEETING – 4/7/11

The Commission is pleased to announce Daniel Jariabka as the winner of the 2011 Community Relations Commission Award. Daniel is to be congratulated for his work with the organization he founded, The Hunger Resource Network. The organization matches food suppliers and retailers with entities that will distribute these and other vital resources to those in need. Daniel's efforts have demonstrated the mission of the CRC within the Northbrook community and he is to be commended for upholding the values that the commission espouses. A reception and award ceremony will take place at 6:30 p.m. on Tuesday, April 12, prior to the Village Board meeting.

Please note that the Commission is hosting a film showing of *"Becoming American: The Chinese Experience"* in two parts on April 26 and May 3, at 7:00 p.m. at the Northbrook Public Library. The documentary, by awarding-winning filmmaker and commentator Bill Moyers, examines the Asian-American experience of assimilation into the America of the late 1800s and then the change in attitude as the country found itself in a second world war. Also, of note is the the Asian Heritage Celebration which will take place on May 7, from 11 a.m. – 3:00 p.m., at the Northbrook Public Library. Please encourage any who is interested in experiencing a wide variety of Asian art, culture and entertainment to attend. The event is free and includes "Taste of Asia" appetizers.

The Commission is partnering once again with the Northbrook Clergy Association for an "Interfaith Walk" on May 15. The kickoff will take place in the gazebo at the Village Green at 12:30 p.m.. From 1:00 -4:00 p.m, participants are encourages to walk, bike or drive to participating houses of worship within the community. At 4:00 p.m., the event will conclude with pizza and games in the Village Hall Board Room, 1225 Cedar Lane. All who are interested in some ecclesiastical education and exercise are invited.

CRC Commissioners will gather on Friday, May 20, at 6:00 p.m., at the Village Hall on their lawn chairs for the Flamingo Friday Kick-off. Instructions and Pink Flamingos (of the plastic sort) will be available, as we anticipate another summer of community in many Northbrook driveways. For more information on Flamingo Fridays visit www.northbrook.il.us/PinkFlamingos

The next meeting of the CRC is scheduled for 7:00 p.m. on May 5, 2011.

STATUS OF DOWNTOWN PLANNING EFFORTS

On January 11 the Board adopted a resolution authorizing the Village Manager to enter into an intergovernmental agreement (IGA) with the RTA to prepare a Downtown Transit-oriented Development (TOD) Plan. A consultant selection team headed by Teska Associates has been selected, the scope of work finalized, and the IGA has been signed by the Village Manager.

- Consultant. A consultant selection committee consisting of Village staff members, with the assistance of Trustee Karagianis, reviewed three consultant proposals and then interviewed two of the firms. The consultant selection committee unanimously agreed to select the consultant team headed by Teska Associates, a 35-year old, Evanston-based planning firm. The consultant team demonstrated extensive TOD experience in the areas of market and real estate analysis (Business Districts, Inc.), urban design and planning (Teska Associates, Inc.) and downtown transportation (Fish Transportation Group and Gewalt Hamilton Associates). The firm also has experience working with other North Shore communities.
- Scope of Work. The finalized scope of work is very similar to the scope of work included in the Board's January 11 meeting materials. In summary, the bulk of the planning efforts will focus on using a four-day "charrette" process to develop financially feasible conceptual redevelopment TOD plans for four key downtown redevelopment sites: (1) Meadow Plaza Shopping Center, (2) West Metra Parking Lot, (3) C-1 Properties Along Shermer Road; between Church and Waukegan, and (4) Weismann Property; northwest corner of Shermer and Meadow. In addition, the Plan will identify other general TOD principles to apply to other potential redevelopment sites in the downtown.

The scope of work calls for the formation of a steering committee to guide the planning process. President Frum plans to appoint a nine-member steering committee in May. In addition to these nine voting members, three non-voting ex officio members representing the RTA, Metra and Pace will also sit on the committee.

- Intergovernmental Agreement between the RTA and Village. The Village has received and reviewed the IGA prepared by the RTA. The agreement can be summarized as follows:
 - The RTA will enter into a contract with the consultant to perform the planning study. Though the RTA will enter into the contract with the consultant, the RTA has assured staff that it is the Village that will guide and monitor the consultant's work and expenses.
 - The contract with the consultant will be in an amount not to exceed \$125,000. The Village's portion will be no greater than \$25,000. To exceed \$125,000 will require both Village and RTA approval.
 - The IGA includes a provision allowing either party to terminate the agreement upon written notice. So should the consultant's work be unsatisfactory or the Village determines the project is not developing in the best interest of the Village, the Village may terminate the agreement.

Work with the consultant will begin in May and should be completed in January 2012.

NORTHBROOK PARAMEDIC RESPONDS TO INFLIGHT EMERGENCY

Fire Department Lieutenant Dave Crawford put his medical skills to good use on a recent vacation flight. Dave was returning to Chicago on a flight from Los Angeles when he heard the "Is there a Doctor onboard?" announcement. Lt. Crawford looked around, saw that no one was getting up, so he raised his hand and said he was a paramedic. Dave was ushered back to the rear of the aircraft where an unresponsive patient was lying in the galley. Dave ascertained that the patient was having difficulty breathing and assisted the crew in ventilating and monitoring the patient. As the airline mentioned in their thank you letter, "Without a doubt, you greatly improved a difficult situation with your medical expertise." Congratulations to Dave on a job well done.

UNTENDED FIRES

On Saturday, April 2, an environmental group sanctioned by the Cook County Forest Preserve District (CCFPD) was performing a prairie burn in Somme Woods (northwest corner of Dundee and Waukegan). They had cleared an area of debris and had piled it in an open area and lit it on fire. Unfortunately, when they left the area, they left the fires burning. At 3:00 a.m. on Sunday, the Northbrook Fire Department was called to the scene to extinguish the fires. Engine 11 responded and mitigated the problem before it became a bigger issue.

On Monday, Fire Department staff contacted the CCFPD Police regarding the situation and tried to ascertain what had happened and why the environmental group had left the fires burning. The Fire Department will continue to work with the CCFPD Police to ensure better controls for these private burns in the future.

OPEN HOUSE FOR A SPECIAL GROUP OF CHILDREN

On Saturday, April 2, the Police Department sponsored an open house for children with special needs and their families. This year approximately ten families attended the event which included a tour of the station including the 911 Communications Center, lineup room, jail and specialized equipment. A Fire Department ambulance was also on scene for viewing. Community Relations Supervisor Shep conducted the tours noting that it is important that children feel comfortable around Police Officers and know that they are here to help them. The event was also an opportunity for families to register their children for the Premise Alert Program, which lets police and firefighters know where individuals with special needs live. Residents living with persons of special needs can also register for this program on the Village website at www.northbrook.il.us/PremiseAlert



CAR IN THE WATER ON TOLLWAY

On Sunday, April 3, firefighters responded to the Tri State Tollway near Lake Cook Road for a vehicle accident. They found a car in a retention pond next to the Tollway, but the driver was out of the vehicle and with State Police. The driver, who was not injured, told Police he fell asleep and ended up in the water. The car was submerged half-way in about four feet of water.

Fire crews on location included a member of the Department's Dive team. The diver entered the water, and attached a tow cable from the tow truck to remove the car.

STORM SEWER INLET REPAIRS

Public Works crews began repairing storm sewer inlets that have crumbled or settled over the winter due the freeze thaw cycle and the concrete structure or rings that have deteriorating over time. When sewer inlets fail or settle they can cause degradation of the road and its base as well a sink hole in the parkway or roadway. To repair these inlets crews must remove the road surface, excavate around the structure and in some cases replace it, making sure that proper flow is maintained into and out of the inlet. Restoration of the pavement is expected to be completed next week.



1051 Woodbine



2256 Farnsworth

PUBLIC WORKS CREWS CLEAR DRAINAGE DITCH

Public Works was notified last week by a resident that garbage and debris had begun to block the drainage ditch that parallels the bike path extending from Sunset Ridge Road to Voltz Road. This week Public Works crews cleared those obstructions in the drainage ditch. The obstructions impeded proper flow of water in the ditch, creating the potential for backup and localized flooding after heavy rainfall and stagnant pooling during drier times.



STREET LIGHT REPAIRS

Public Works replaced two concrete street lights with bases that were beginning to fail. The Village proactively inspects street lights and completes repairs or replacements as needed before light poles become unsafe. One street light cable fault was repaired this week in the 3100 block of Doolittle Drive to put three street lights back in service. The repair required 180 feet of new street lighting cable to be directionally bored by the Village's contractor, while Public Works crews completed all other electrical work.

EAB UPDATE

The Village is working with the Morton Arboretum by donating Ash wood that we have removed for use in genetic research on a tree's resistance to the Emerald Ash Borer (EAB). They will be picking up the cut tree trunks and taking them to their research labs for testing. The wood will be used to hatch adult EAB and to track what conditions create an environment for the beetle. Additionally, the adult EAB will then be used to see which Chinese Ash species are most resistant to EAB. Those Chinese Ash trees will then be used to further research the possibility of creating a hybrid Ash tree that would resist the EAB.

RECYCLING OPPORTUNITIES

The Village of Northbrook and Northfield Township have partnered to offer more recycling opportunities to Northbrook residents. Residents can now recycle household (oil and latex) paint, tires, and molded Styrofoam at no cost by dropping these items off at the Village's Fleet Maintenance Garage at 1227 Cedar Lane, located behind the Village Hall, on the first Tuesday of each month from 8:00 am to 3:00 pm. Residents can get more information on recycling from the Village's website at: <http://www.northbrook.il.us/ElectronicsPaintRecycling>

CENTRAL BUSINESS DISTRICT LANDSCAPING

Brickman Landscaping, the Village's contractor responsible for the Central Business District landscaping, picked up the Village's planters and hanging baskets this week to begin assembling the plant containers in anticipation of the spring and summer growing season. Public Works crews will be installing the brackets for the hanging baskets next week. Brickman maintains these planters throughout the growing season by providing such services as weeding and watering on a regular basis to ensure an aesthetically pleasing landscaping.

POTHOLE PATCHING CONTINUES ON VILLAGE STREETS

This week Public Works crews used three tons of asphalt to repair potholes on Village streets. Since December last year, the Village has received more than 25 work orders for potholes. Crews use a high quality temporary asphalt material to fill potholes until a more permanent repair can be made after asphalt plants open in the spring.

As the cycles for rehabilitating and reconstructing asphalt streets continues to be extended, crews will be spending more time repairing potholes and using more temporary patch. Funding for rehabilitation and reconstruction of asphalt streets primarily comes from Motor Fuel Tax revenues, which has steadily decreased in recent years. Currently asphalt streets are rehabilitated or reconstructed on average every 22 years.



WEEK OF APRIL 11, 2011

MON.	4/11		No Meetings
TUES.	4/12	6:30 p.m.	CRC Awards Presentation/Reception - Board Room
		7:00 p.m.	Villas West Homeowners Association – Shermer Study
		7:30 p.m.	Regular Meeting of the Board of Trustees- Board Room
WED.	4/13	7:30 a.m.	Special EDC Meeting – Board Room
		1-4:30 p.m.	Fire Training (Flight for Life) – Board Room
		6:30 p.m.	Villas North Homeowners Association – Terrace Room
		7:00 p.m.	Bicycle Task Force – Cancelled
THURS.	4/14	7:30 a.m.	Monthly Chamber of Commerce Meeting
		1:00 p.m.	Fire Fighters Pension Hearing – Shermer Study
		1-4:30 p.m.	Fire Training (Flight for Life) – Board Room
		5:00 p.m.	Electrical Commission Meeting – DPS Conference Room
		5:30 p.m.	Architectural Control Commission – Terrace Room
		7:30 p.m.	Environmental Quality Commission - Cancelled
FRI.	4/15	1-4:30 p.m.	Fire Training (Flight for Life) – Board Room
SAT.	4/16	8:30am-2pm	EARTH DAY/ARBOR DAY – Village Green