

MEMORANDUM

TO: STAFF

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

FROM: Richard Nahrstadt, Village Manager

DATE: April 16, 2010

RE: STAFF BRIEFING

WEEK OF APRIL 12, 2010

REGULAR BOARD OF TRUSTEES MEETING

The Board of Trustees held their regular meeting on Tuesday, April 13. Under the President's Report, three Proclamations were approved: the week of April 18-24 was named "Volunteer Week" in Northbrook, April 24 was proclaimed as "Earth Day" in Northbrook, and April 30 was declared "National Arbor Day" in Northbrook.

Under Consent, a Resolution was passed authorizing contracts for dental insurance programs effective May 1, 2010. Also approved were Resolutions authorizing the annual traffic signal maintenance contract, approving the required site improvements for the Berman's Resubdivision (1800 & 1824 Shermer Road), authorizing extension of sidewalk maintenance contract, approving a contract for the water main replacement on Pfingsten, approving a purchase agreement for a CISCO warranty. An Ordinance was passed approving a special permit to allow wall signs in excess of the wall sign height limit at 1018 Willow Road as well as for approving the disposal of surplus equipment and vehicles at the May 1, 2010 NWMC auction. Under the Quality of Life Committee report, the Board of Trustees voted to go against the Commission recommendation and approve a contract with the lowest responsible bidder for management services at Crestwood Place, Reality and Mortgage.

The Board continued their discussion of the FY10/11 Draft Budget. The Village Board will allow for public comment at the April 20 Committee of the Whole meeting. The Village Budget Public Hearing is at the next Regular Board Meeting on April 27.

PUBLIC WORKS COMMITTEE MEETING

At Tuesday evening's Public Works Committee meeting, which was attended by Chair Todd Heller, members Mike Scolaro & A.C. Buehler, and Trustee Jim Karagianis, four topics were discussed: A proposed Jurisdictional Transfer (JT) for Techny Road between Shermer and Pfingsten, Phase 3 & 4 for the Techny Drain Stormwater Management Improvements project, snow removal from sidewalks and consideration of regulating the depositing of snow from private driveways by private snow plowing contractors.

The Committee directed staff to bring the Techny Road JT Agreement, which includes Phase 3 of the Techny Drain project, back to the full Board at a future Regular meeting. As part of this, more information was requested in regards to quantifying the benefits of the Techny Drain project and what would be the implications of possibly deferring Phase 4 of the project.

While there was much discussion concerning both the snow related items, the Committee did not believe that there was enough of a need nor requests for the Village to enact additional regulation on these two items.

STORMWATER MANAGEMENT COMMISSION

The Stormwater Management Commission met Thursday evening to review the six consultant proposals that the Village received for the new Master Stormwater Plan. After a very thorough discussion and evaluation, the Commission selected their top proposal. However, they were the second low bidder. Therefore, Public Works staff will be scheduling interviews with both the Commission's top proposal and the low bidding firm in order to ultimately bring forth a recommendation to the Board of Trustees.

BICYCLE TASK FORCE

At its regular meeting April 14, the Bike Task Force (BTF) continued to discuss potential bike education efforts with the Park, Library and local elementary school districts. The BTF also briefly discussed IDOT's proposed complete streets policy, which is to implement a law the state legislature adopted a couple of years ago. The Task Force hopes that the contents of such a policy may be a basis for a village complete streets policy in the future. The BTF also discussed its plans for its table at Earth Day. The last item the BTF discussed was the Skokie Valley Trail. The BTF once again expressed its support for the idea of pursuing a lease on the ComEd property rather than the Union Pacific Railroad (UPRR) right-of-way for the proposed trail; as it appears a lease with ComEd would be much less expensive than purchasing the UPRR right-of-way, and that ComEd would appear to be easier to work with than the UPRR.

COMED OUTAGES

At roughly 1:45 Friday afternoon, the Village experienced several simultaneous outages due to a downed 34 kV line along the Metra tracks near Underwriters Laboratories. This downed line feeds a substation behind Village Hall, which in turn provides power to numerous areas of the Village. ComEd was able to isolate this downed line and switch electric load around so that power could be restored while they made repairs.

COOK COUNTY BOARD OF REVIEW SEMINAR

On Wednesday, May 26, the Cook County Board of Review will be holding a seminar on "How to appeal your property assessment." The seminar will be held here at the Village Hall in the Boardroom at 7:00pm. Last year the seminar was scheduled just prior to the deadline with very little notice to the public and drew approximately a dozen residents. It is hoped that this year a larger number of attendees will be drawn to the event thanks to our advanced notice to be included in the May Newsletter.

UPDATE FOR REPAIR WORK AT UPRR BRIDGE OVER SHERMER ROAD

The Union Pacific Railroad's (UPRR) Manager of Bridge Maintenance called Village Engineer Paul Kendzior and indicated that their scheduled repair project for the bridge over Shermer Road (just south of Willow Road and near the location of last year's train derailment) will be completed contractually by an outside contractor.

The repair work is scheduled to begin in early August and continue for one month, dependent upon favorable weather conditions. The repair work will involve improvements to the spalling concrete abutments and the steel bridge beams.



FIREBIRD ABLAZE

On Wednesday, April 14, at 5:00 p.m., Engine 11 responded to a car fire on Walters Avenue west of Waukegan. Upon arrival, firefighters found a 1968 Firebird totally engulfed in flames. Cause of the fire is under investigation.

RESIDENTIAL BURGLARIES

Police are investigating a break in to a home in the 2000 block of Farnsworth Lane which occurred over the period of April 9 through 12 while the homeowners were out of town. As of this time, nothing appears to be missing from the residence.

A burglary to a motor vehicle was reported to the Police Department over the evening hours of Tuesday, April 13. Unknown persons broke the rear driver's side window and removed an I-Pod and GPS unit.

Both scenes were processed for evidence.

NARCOTIC INVESTIGATION / ARREST

On April 10, the Cook County Sheriff's Police Gang/Narcotic North Team, Evanston Police Department and the Chicago Police Department assisted the Northbrook Tactical Unit in an investigation/surveillance of a possible target site in Evanston. Through surveillance, a transaction was observed and the offenders were arrested and charged with unlawful delivery of cocaine. The three vehicles involved were seized in accordance with the asset forfeiture guidelines, along with the drug, cash and drug paraphernalia.

WEEK OF APRIL 19, 2010

SAT.	4/17		Northfield Township Recycling Event – 1928 Lehigh, Glenview
MON.	4/19		No Meetings Scheduled
TUES.	4/20	9:00 a.m.	Department Head Staff Meeting – Terrace Room
		6:00 p.m.	Planning & Zoning Committee Meeting – Terrace Room
		7:30 p.m.	Plan Commission Meeting – Terrace Room
		7:30 p.m.	Committee of the Whole –Board Room
WED.	4/21	7:00 p.m.	4 th of July Association – Fire Headquarters
		7:00 p.m.	Youth Commission – Terrace Room
THURS.	4/22	8:00 a.m.	NCN Community Meeting – Board Room
		9:00 a.m.	BFPC Meeting – Police Department
		6:30 p.m.	North Suburban Career and Networking Center – Board Room
		7:00 p.m.	Environmental Quality Commission – Terrace Room
FRI.	4/23		No Meetings
SAT.	4/24	8:30am-2pm	EARTH DAY – Northbrook Village Green