



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: May 5, 2017

SUBJECT: STAFF BRIEFING

MAY 2 PLAN COMMISSION MEETING

On Tuesday, May 2, the Plan Commission held their regular meeting and reviewed the final plan for the Gateway/Jacobs Townhouse development on Shermer Road. The Plan Commission held a public hearing on the request and heard testimony from the applicant concerning the refinements made to the plan. The applicant's architect and engineer explained many aspects of the plan including the final grading plan. Members of the public asked a series of questions concerning the grading and storm drainage system, which were addressed by the applicant's engineer. Several members of the public noted concerns about the increased cut-through traffic they are witnessing on Chapel Court and that with the Shermer Road construction project it may make the situation worse. After hearing from all members of the public, the Plan Commission unanimously (8-0, with one member absent) adopted a resolution recommending approval of the final plan for the 68-unit townhome development as presented. The matter is tentatively scheduled to be reviewed by the Board of Trustees on Tuesday, May 23.

AD HOC FACILITIES COMMITTEE MEETING

On Tuesday, May 2, the Village Board's Ad Hoc Facilities Committee met to discuss the Village's buildings, their current conditions and the development of a comprehensive plan for Village facilities. As part of this meeting, staff provided an overview of the current conditions of the buildings, including the known short and long-term facility needs. Following the discussion, the Committee directed staff to begin preparing a Request for Qualifications for a consultant to perform a space needs analysis at the Public Works Fleet Maintenance Garage, as well as the Police Station and Fire Department Headquarters - Station 11. The Committee also directed staff to start developing capital replacement schedules for components of the Village's other buildings.

COMMUNITY RELATIONS COMMISSION MEETING

On Thursday, May 4, the Community Relations Commission held its regular meeting at the Northbrook Historical Society. At the meeting, the Commission heard a presentation by Historical Society President Judy Hughes and reviewed the Commission's recent activities, including the Celebration of Cultures and Northbrook Cares Breakfast. The Commission's next regular meeting will be held on Thursday, June 1, in the Civic Room at Northbrook Public Library.

VILLAGE RECEIVES ISO 1

On Monday, May 1, the Illinois State Fire Marshal, Matt Perez, presented the Northbrook Fire Department with the official plaque recognizing the Village for attaining the Insurance Services Office Class 1 rating. The Village of Northbrook is one of 12 municipalities in Illinois that are ranked as an ISO Class 1.



POLICE DEPARTMENT ACTIVITY

During the last two weeks of April, the Police Department, along with several other law enforcement agencies, participated in a statewide traffic enforcement campaign. The Department contributed a total of 60 hours focusing on distracted driving. During these hours, Northbrook wrote 29 warning tickets for electronic communication devices, 81 tickets for electronic communication devices, 4 warning tickets for headset receivers, 2 tickets for headset receivers, 2 tickets for wireless telephones and 25 tickets for other violations. There were a total of 143 contacts made with drivers.

The Northbrook Police Department reminds drivers about the dangers and consequences of distracted driving. All distractions endanger driver, passenger, and bystander safety. Distracted driving is any activity that diverts a person's attention away from the primary task of driving. Because text messaging requires visual, manual and cognitive attention from the driver, it is by far one of the most alarming distractions.

SENIOR SERVICES COMMISSION HOSTS MEMORY WORKSHOP FOR SENIORS

The Senior Services Commission will be hosting a seven-week workshop series entitled "Boost Your Brain & Memory" for seniors. The workshop will be held at Crestwood Place (1000 Waukegan Road). This seven-week series will begin with a first session on Tuesday, May 16, from 1:00 to 3:00 p.m. Sponsored by North Shore Village, a non-profit organization that supports seniors, the workshop will focus on memory techniques as well as what one can do to reduce the risk of Alzheimer's Disease and other dementias. Developed by the Mather LifeWays Institute on Aging, Boost Your Brain & Memory uses a unique, whole-person approach to help participants form new habits to live a healthier lifestyle, remember things better, be more organized, pay closer attention, and regulate emotions. There is a \$20 fee for materials. Registration is required. To register, call 847-721-1413 or email info@northshore-village.org

LONE TREE WATER MAIN PROJECT

This week, crews completed all water main and service installations on Bayberry Drive. Next week, crews will complete the main connections at the intersections of Bayberry at Laburnum Drive and Banyan Drive. Additionally, the contractor will begin installing water services on Sorrell Drive.

DUNDEE ROAD INTERSECTION IMPROVEMENTS

This week, work continued on the Illinois Department of Transportation's (IDOT's) intersection improvement project along Dundee Road, at Pfingsten and Landwehr Roads, with crews focusing on milling and sidewalk pours. Staff anticipates crews will begin placing a level binder at both intersections following the current work and continue sidewalk pours.

METRA STATION IMPROVEMENTS

Over the past week, the Village's contractor completed installing the station's new windows and began replacing the tile floor inside the station. Following this, crews will focus on door replacements. Please keep in mind this construction may create slight delays, so commuters are advised to allow enough time to make their trains while work is being completed. Questions regarding the project may be directed to the Public Works Department at 847-272-4711.

LEE ROAD RECONSTRUCTION PROJECT

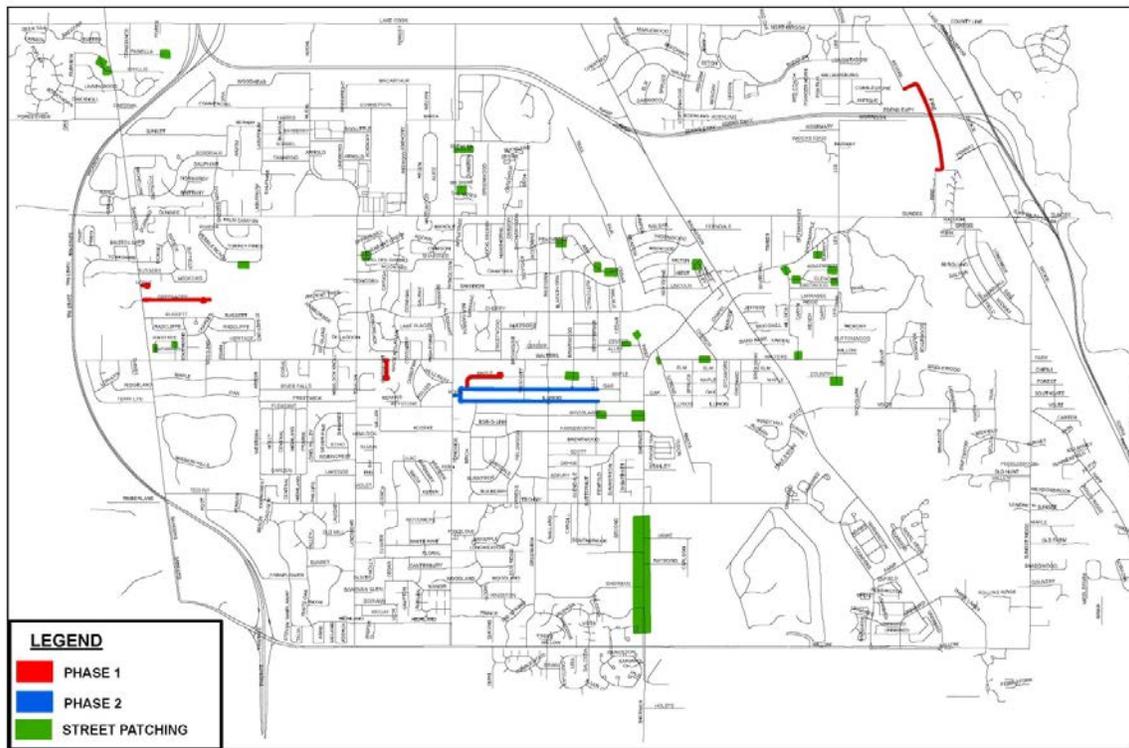
This week, the Village's contractor finished pouring concrete sidewalk, driveway aprons and the remaining gaps in the curb. Next week, the contractor will begin removal of the concrete panels on Lee Road. During this time, Lee Road will be closed to through traffic between Lake-Cook Road and Rudolph Drive. A detour will be in place that will route traffic from Lake-Cook Road via Northbrook Court Drive to Rudolph Drive. This detour will be in place for two weeks (weather permitting) and be marked with roadway signage. Residents

who live on Lee Road (between Lake-Cook Road and Rudolph Drive) will have access to their driveways during this work.

2017 ASPHALT STREET REHABILITATION PROGRAM

Each year the Village completes an asphalt rehabilitation program to resurface and patch streets throughout the community. Phase one of the Village's 2017 program will begin during the week of Monday, May 15, with resurfacing work on Greenacre Drive, Noble Court, Kingsport Court and Maple Avenue. Phase two of the resurfacing program, which begins in the fall, will focus on Illinois Road, Royal Drive and Oak Avenue.

The street patching portion of the program began the week of Monday, May 15. The remaining streets that will be patched are Pamela Lane, Phyllis Road, Bermuda Dunes Place, Palm Canyon Drive, Raintree Lane and Sunburst Lane. Patching on each individual street will take 1 day to complete.



SPRING TREE PLANTING PROGRAM

On Wednesday, May 10, the Village will begin the 2017 tree-planting program, which will include planting 317 parkway trees. Of those trees, 256 will replace previously removed trees that had been infested with emerald ash borer (EAB). The Village's EAB Management Plan provides replacement trees at no cost to residents, in locations where there is sufficient space in the parkway.

2017 SIDEWALK REHABILITATION PROJECT

The 2017 sidewalk rehabilitation project is scheduled to begin during the week of Monday, May 29, with the pruning of tree roots that are pushing up sections of sidewalk. In advance of this work, utility locates will be called in and residents may see spray paint and/or flags in and around their property. The Village's contractor is expected to begin the removal and replacement process of failed sidewalk squares during the week of Monday, June 12. Residents impacted by the work will be notified by letter.

OAK AND ILLINOIS WATER MAIN PROJECT

At the Tuesday, April 25, Village Board meeting, the Village Board awarded the Oak Avenue and Illinois Road Water Main Improvement contract to A Lamp Concrete Contractors. The Public Works Department mailed letters to all potentially impacted residents regarding this project last week. Staff anticipates that work will begin with site layout during the week of Monday, May 8. The contractor will also begin installing tree protection fencing in anticipated work sections, completing tree limb and root pruning and saw cutting of pavement shortly after layout has been completed.

CENTRAL BUSINESS DISTRICT INFRASTRUCTURE AND STREETScape PROJECT

This week, the Village’s contractor completed the installation of storm sewer structures on Meadow Road for the curb bump outs adjacent to 1220 Meadow Road. The temporary traffic signals at Shermer Road and Church Street were activated this week, as crews removed the old traffic signals.

This week, crews also began replacement of sidewalk, curb and gutter along the west side of Meadow Road (between Cherry Lane and Shermer Road), north side of Cherry Lane and Church Street (between Meadow Road and Shermer Road). The contractor will continue construction on Meadow Road, Cherry Lane and Church Street, and Shermer Road (between Meadow Road and Church Street).

Next week, the Contractor will be working on intersection improvements, including removing the concrete median and the concrete island at the intersection of Shermer Road and Church Street. Motorists and pedestrians are reminded to use caution in the Downtown Central Business District as crews continue roadway improvements.

ASPHALT RESURFACING TO BEGIN IN CENTRAL BUSINESS DISTRICT WEDNESDAY, MAY 10

Asphalt resurfacing, as part of the Central Business District infrastructure project, is scheduled to start Wednesday, May 10, and is expected to take two weeks with paving of the roadway up to binder level completed by Wednesday, May 24 (weather depending). The contractor will begin milling of pavement on Meadow Road, followed by Cherry Lane and Church Street, and lastly on Shermer Road. Milling operations on each of these sections is expected to take one day. Once milling is complete, the contractor will complete any necessary base patches to the roadways and following that work, the contractor will begin resurfacing the roadways.

During the resurfacing work, two-way traffic will be maintained on the roadways with flaggers directing traffic. While resurfacing operations are occurring on each street, there will be no on-street parking. As the resurfacing equipment and vehicles move up and down each street, driveways may be temporarily blocked, however all driveways will be ramped and open at the end of the day. The Village appreciates the public’s patience during these short-term disruptions. All downtown businesses and shopping centers will have full access during construction. Please allow a few extra minutes when planning your shopping and dining in the Central Business District.

WEEK OF May 8, 2017

MON.	5/8		No Meetings
TUES.	5/9	7:30 p.m.	Board of Trustees Meeting – Board Room
WED.	5/10	7:00 p.m.	Bicycle Task Force – Terrace Room
THURS.	5/11	5:30 p.m.	Architectural Control Commission – Terrace Room
FRI.	5/12		No Meetings
SUN.	5/14		Mother’s Day