



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: May 13, 2016

SUBJECT: STAFF BRIEFING

WEEK OF May 9, 2016

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held its regular meeting on Tuesday, May 10. At the meeting, the Village Board appointed and reappointed numerous members for service terms on the Village Commissions. The Board also approved a number of resolutions and ordinances for a variety of items including the purchase of Aluminum Sulfate for the water treatment plant; an agreement with ComEd for electrical service installation as part of the Wescott Park Stormwater Project; the emergency purchase of parts for the Village's Vactor vacuum truck; reimbursement for engineering costs to the Village of Glenview for the Village of Northbrook's participation in the design of a multi-use bike/pedestrian path on Shermer Road; and granting a Special Permit authorizing a wall sign in excess of the district height Limit for UBS at 5 Revere Drive.

Under Planning & Zoning, the Board approved a Plat of Consolidation for Wiss Janney Elstner, 330 Pflingsten Road, and a series of documents authorizing the proposed Phase 4 of The Lodge Independent Senior Living Facility. The Board also heard two preliminary reviews for a request to amend the special permit and development agreement for the North Shore Place Assisted Living Facility, 1000 Sunset Ridge Road, and to allow additional parking on the property. The Board directed staff to prepare approval documents for consideration at the May 24 meeting. The second review was a request to amend the Special Permit Ordinance Approving the changes to the movie theaters at Northbrook Court. The Board directed staff to prepare approval documents for a Public Hearing at a future Board meeting.

MAY 12 ARCHITECTURAL CONTROL COMMISSION MEETING

The Northbrook Architectural Control Commission (ACC) held their regular meeting on Thursday, May 12. The following is a summary of the topics discussed during their meeting:

- Replacement Sign - Mattress Firm (replacing Sleepy's) at 788 Skokie Blvd. The ACC approved new signs for the current Sleepy's mattress store space in Northshore 770. Mattress Firm acquired Sleepy's and is changing out all of the signs.
- New Sign - American Center for Spine & Neurosurgery at 796 Skokie Blvd. The Commission approved a sign for a new tenant in the Northshore 770 development, conditioned upon the trim on the edges of the sign being painted black and the rear sign being located above the door to the premises.

- New Single Family Home Elevations: The Commission reviewed and approved one single family home elevation at 2395 White Oak Lane (R-2 District).
- Discussion Regarding the Role and Responsibilities of the ACC. After the Commission discussed the above items, President Frum joined the ACC in discussing their role and responsibilities. The discussion focused on two themes:
 - (1) When should the ACC be involved in the review of development applications that also go before the Plan Commission (there is no established procedure for when the ACC should be involved, and it is has tended to be towards the end of the plan Commission process); and
 - (2) Should the ACC’s review of new single-family homes be modified to look at whether or not new single-family homes “fit “in the neighborhood (they presently only look at whether or not the home is too similar to surrounding homes)?

After a discussion of both topics, it was decided that the staff should survey how other communities use their design review boards, both in terms of development review and new single-family homes. President Frum suggested a meeting of the Chairs of the Plan Commission, Planning & Zoning Committee and Architectural Control Commission to discuss the best way to structure the Plan Commission/ACC review process. President Frum said she would report the discussion to the full board and solicit their feedback as well.

2016 YOUTH SUMMIT

On Friday, May 13, the Community Relations Commission and Northbrook Cares Subcommittee held a joint meeting for the 2016 Youth Summit. The purpose of this event was to bring together local social service agencies, the houses of worship and school districts to discuss youth, the issues surrounding them and the Northbrook Cares project. Approximately, 40 individuals participated, including Village President Sandy Frum and Youth Commission Chair Carla Slawson-Martens. The Northbrook Cares Subcommittee plans to hold a meeting in the near future to debrief the event and begin using the feedback to relaunch the Northbrook Cares program.



POLICE DEPARTMENT ACTIVITY

On Tuesday, May 10, Police Counseling Services Counselor Shari Nivasch and Police Community Relations Supervisor Dan Petka joined staff from the City of Highland Park and Village of Glenview to speak to parents of special needs children about the Premise Alerts Program. This program allows residents to notify first responders on anyone living at their residence with special needs prior to an emergency. The presentation included information about how the system works and how to renew the information if needed. Counselor Nivasch discussed how Counseling Services reviews each case where officers encounter people with mental health issues and special needs and then follows up directly if additional help is needed or can be provided. The discussion lasted approximately 90 minutes and was held at the Northbrook Public Library. For residents or businesses interested in the Premise Alerts Program, please contact the Northbrook Police at 847/564-2060 or visit www.northbrook.il.us/premisealert

On Thursday, May 12, two tours of the Police Department were conducted with 31 students from the Park District's Sunrise Preschool program. Two school instructors guided the children with Community Relations Supervisor Petka, Community Service Officer McEnerney and Animal Control Officer Gina Manski. The tour included the lock-up facility and the 911 Communications Center and concluded with a hands-on demonstration of a police squad vehicle. Animal Control Officer Manski also gave a demonstration on animal safety issues.

NORTHBROOK FIRE AND POLICE RECEIVE RECOGNITION AT COVENANT VILLAGE LUNCHEON

On Tuesday, May 3, the Police and Fire Department joined the Northbrook Public Library and the Northfield Township Food Pantry as the four honorees recognized at Covenant Village's annual Recognition Luncheon. Donations were presented to the organizations from the proceeds of Covenant Village's annual Holly Fair. The Village would like to thank Covenant Village for a wonderful afternoon, and their generous donation and recognition.



DUNDEE ROAD CLOSURE FOR RAILROAD CROSSING IMPROVEMENTS

In preparation for its upcoming railroad crossing improvement project at Dundee Road, Metra recently installed signage notifying motorists of the upcoming track repairs and resurfacing work at the railroad crossing on Dundee Road. This work will begin on Wednesday, May 18 and continue through Thursday, May 26. During this time, Dundee Road will be closed at the crossing located between Meadow Road and Fair Lane. Motorists will still have access to Coast Guard Park and the Dog Park as well as local homes and businesses. During this closure, a detour route of Dundee Road to Pfingsten Road to Lake-Cook Road, to Waukegan Road back to Dundee Road will be in place.



ADDITIONAL CONSTRUCTION ON DUNDEE RD
IDOT RESURFACING AND INTERSECTION IMPROVEMENTS

The Illinois Department of Transportation (IDOT) plans to resurface the entirety of Dundee Road from Portwine Road to I-94 (the Edens) over the next few months. Saw cutting of concrete began this week from I-94 to Waukegan and will continue next week from Waukegan to Pfingsten. Staff anticipates that work will continue through September. Motorists should obey the posted speed limit and watch for construction crews when traveling through this area.

IDOT also plans to complete intersection improvements at Dundee and Landwehr Roads as well as Dundee and Pfingsten Roads. These improvements will include the construction of right turn lanes on Dundee Road at Landwehr Road and a right turn lane on eastbound Dundee at Pfingsten Road. Similarly, a right turn lane will be installed on southbound Pfingsten Road at Dundee. Crews will also upgrade the lighting and traffic signals and replace any removed sidewalk. This week, the utility companies began locating their utilities in preparation for construction.

NICOR GAS MAIN UPDATE

This week, Nicor continued gas main replacement in the White Plains and Northbrook Knolls subdivisions in the area bordered by Cherry, Greenbriar, Walters and Western. Additionally, the crews worked on replacing gas services on both Greenbriar and Chestnut as well as framing and pouring sidewalks in the area of Dundee, Walters, Western and Pfingsten. Restoration work will continue in the upcoming weeks.

2016 WATER MAIN IMPROVEMENTS

The Harris and Banyan Drive water main replacement project consists of the replacement of the 6-inch and 4-inch diameter cast iron water mains with new 8-inch mains. This week, the contractor completed all new service installations on Banyan and concluded abandoning the old Harris and Banyan main. If weather permits, restoration of sidewalks on Harris Drive and Banyan Drive will occur next week.

WESCOTT PARK PROJECT UPDATE

Work continues on the Wescott Park project. As part of the installation of the underground detention basin, the contractor continued the excavation required to install the new storm traps to be used as part of the facility. To date, the Village's contractor has installed 884 of the total 1,722 pieces the project will use. Deliveries and installations will continue as the project progresses.

The installation of new 42-inch storm sewer mains along Farnsworth Lane will begin in the upcoming weeks. The construction will start across from Wescott Park and move west along Farnsworth Lane. Excavations for the installation of the pipe will require restoration of sidewalks, driveways and sections of the roadway once the installation is complete.



2016 ASPHALT STREET PATCHING AND REHABILITATION PROGRAM

The Village's contractor, Brothers Asphalt, has begun working on the asphalt street rehabilitation (grinding and resurfacing of roads) in the area of Teri-Lyn, Juli-Lyn, Ridgeland, Walters Avenue. The contractor completed all the concrete and sewer work this week, and all the asphalt driveway patches are anticipated to be completed today. The contractor is expected to begin pavement removal, base patching and hot mix resurfacing on Monday, May 16. This process will take approximately 10 to 15 business days.

SHERMER ROAD OVERFLOW SEWER PROJECT

This week, Berger Excavating continued restoration work on Illinois Road and the Grainger Parking lot and prepared to complete the installation of the 72-inch storm sewer main in east parkway of Shermer Road at Woodlawn Road. Staff anticipates this final phase will begin next week. The current traffic pattern will be maintained during this time, with northbound traffic on Shermer Road being diverted into the center turn lane between Woodlawn Road and Farnsworth Lane.

TREE PLANTING PROGRAM

Earlier this week, the Village began the 2016 spring tree planting program. Most of the trees being planted are replacements for Emerald Ash Borer infested ash trees. Staff anticipates that the program should be completed by Monday, May 23, weather permitting.

Once again, this year, the Village is working with the Suburban Tree Consortium to procure the trees for this program. The Consortium is a group of 42 Villages and Cities who partner with nurseries in the Chicagoland area to purchase high quality nursery trees at volume pricing. This allows Northbrook access to diverse tree varieties and professional tree planting services.

NORTHBROOK RESIDENTS ARE INVITED TO THE VILLAGE HALL TO KICK-OFF SUMMER ON FRIDAY, MAY 20 FROM 5:30 TO 7PM.

The Community Relations Commission will host a combined Welcome to Northbrook and Flamingo Friday Kick-Off event featuring representatives from the Village, Public Library, Park District, Police and Fire Departments and North Suburban YMCA to help new and seasoned residents learn about services in the Village. Residents will also be encouraged to participate in the Community Relations Commission's popular Flamingo Friday "meet your neighbors" program. Flamingo Friday participants will be able to pick up their neighborhood's plastic pink flamingo at the event. For more information on Flamingo Friday, call 847/664-4010 or visit www.northbrook.il.us/Flamingo

VILLAGE TO CELEBRATE FERRIS BUELLER'S DAY OFF

The Village is getting ready to celebrate the 30th anniversary of the film Ferris Bueller's Day Off, which includes many scenes from Northbrook, where writer-director John Hughes spent his teenage years. The fictional town of Shermer, Illinois makes an appearance in many of his films, based on Northbrook's roots as Shermerville. One of his best-known movie images is the Northbrook water tower with the message, Save Ferris, emblazoned across the side.



This month, the Village of Northbrook, Northbrook Park District, Northbrook Chamber, Northbrook Public Library and Northbrook Historical Society are collaborating to recognize the anniversary of the Ferris film. A permanent bench was installed between Village Hall and the Library with a plaque honoring John Hughes, and a permanent sign will be placed near the bench next week recognizing Hughes and the Northbrook connection to his films. As part of this group effort, a free showing of Ferris Bueller’s Day Off will be held on Friday, June 3, at Village Green Park, beginning at 9pm. Bring a blanket or lawn chairs to enjoy the prankster comedy about three friends who skipped school and enjoyed a series of wild adventures in and around Chicago.



The bench will be a featured stop on the Ferris Fest tour (www.FerrisFest.com) on Sunday morning, May 22, as hundreds of participants - including some international guests - take time to tour several areas where John Hughes movies were filmed in Northbrook.



WEEK OF May 16, 2016

TUES.	5/17	6:30 p.m.	Committee of the Whole – Canceled
		7:30 p.m.	Plan Commission – Board Room
WED.	5/18	7:00 p.m.	Youth Commission – Terrace Room
THURS.	5/19		Student Government Day
		5:30 p.m.	Electrical Commission – Canceled
		6:30 p.m.	Stormwater Management – Canceled
		7:30 p.m.	Student Government Day Board Meeting – Board Room
		7:30 p.m.	EQC – Shermer Study – Canceled Rescheduled to May 26
FRI.	5/20	5:30-7pm	Welcome to Northbrook & Flamingo Friday Kick Off