

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: May 17, 2013

RE: STAFF BRIEFING

WEEK OF May 13, 2013

REGULAR VILLAGE BOARD MEETING

The Board of Trustees held a regular meeting on Tuesday, April 14. President Frum, Trustees Todd Heller and Kathryn Ciesla, along with Village Clerk Debbie Ford, were sworn in to office. Under the Manager's Report, staff presented information regarding roaming and stationary Food Truck regulations. The subject was remanded to the Communications and Legislation Committee to discuss such concerns as noise, parking locations and signage. During the President's Report, President Frum recognized Northbrook residents Susan Weszt and Brian Drake, Officer Chris Lacina, Sergeant Terry Ryan and Officer Teresa Drewes for Life Saving Efforts with CPR and Use of an AED. Also recognized was Marcia Doniger for her commitment to NCDAA. President Frum proclaimed May 12-18 as "Peace Officers' Memorial Week and June 2-8 as "National Garden Week" in the Village of Northbrook.

ENVIRONMENTAL QUALITY COMMISSION

The Environmental Quality Commission held their regularly scheduled meeting on Thursday, May 16. The Commission discussed the success of the Earth/Arbor Day celebration and all were impressed by the turnout. The group received an update on the progress of the Sustainability Plan from Chairman Reynolds and discussed a possible Eagle Scout project at the Northbrook Community Garden's site at Crestwood Place. Commissioners discussed the rain garden adjacent to the Village Hall including the possibility of filling in some gaps with additional plants and formulating a maintenance schedule. Upon completion of this discussion, the group took some time to remove weeds from the garden. The next regular meeting of the Environmental Quality Commission is scheduled for 7:00 p.m. on June 20.

STORMWATER MANAGEMENT COMMISSION

The Stormwater Management Commission held their regularly scheduled meeting on Thursday, May 16. Meeting topics included updates on the FY 2012/13 and FY 2013/14 Stormwater Improvement projects, standards for rain gardens and the Metropolitan Water Reclamation District of Greater Chicago's (MWRDGC) one regional flood control project and one bank stabilization project along the West Fork as contained in their Detailed Watershed Plan that might impact Northbrook.

The next Commission meeting is scheduled on Thursday, July 18. Meeting topics will include reviewing basement depths and impervious coverage increases for new residential homes and the resulting impacts on the storm sewer system and drainage conditions.

TWO FIREFIGHTERS ARE SCHOLARSHIP RECIPIENTS

Division Chief Timothy Cassidy and Firefighter/Paramedic Brent Aversano each received a scholarship award from the Illinois Fire Chiefs' Association (IFCA) Educational and Research Foundation. Division Chief Cassidy will apply his \$1,000 scholarship to continue his Master's of Public Policy and Administration Program at Northwestern University, and FF/PM Aversano will use his \$500 award to continue his Associate of Fire Science Technology Program at McHenry Community College. In October, the Fire Chief's Education and Research Foundation will officially present Timothy and Brent with their awards at the IFCA Annual Conference in Peoria. Please join us in congratulating them on their awards!

PART-TIME COMMUNITY SERVICE OFFICER WELCOMED

The Police Department welcomes Charlie Tanner, a Bartlett resident and currently enrolled in the Criminal Justice program at Harper College, as its new part time Community Service Officer. Charlie started with the department on Monday, May 6. He will be assisting Patrol and the Community Relations Division.

POLICE ACTIVITY

Two burglaries to trailers were reported this week in the 1900 block of Willow Road and the 100 block of Sanders Road. The trailers' locks were cut and construction/landscaping equipment removed. An employee at Northbrook Court reported her work computer was removed from her unlocked vehicle parked in the parking lot. Canvases and evidence processing was conducted at all scenes. The cases are under investigation.

IDOT/COOK COUNTY CONSTRUCTION PROJECTS

The construction season is now well underway and the Illinois Department of Transportation (IDOT) and Cook County Department of Transportation and Highways (CCDOH) are performing a total of three projects that directly affect Northbrook residents and businesses.

IDOT is working to complete two separate projects along Willow Road. The first is a roadway improvement and widening project running from Waukegan Road to the Edens Expressway. The purpose of this project is to alleviate congestion by providing additional travel lanes in each direction. Currently, the contractor is working to install temporary traffic signals throughout the project area as the utility companies (ComEd, Comcast, AT&T, and Nicor) work to relocate their utility lines. This project is scheduled to be completed in 2014.

The second IDOT project on Willow Road, which the Village became aware of in early April, is the replacement of two box culverts adjacent to the Union Pacific Railway just east of Shermer Road. The replacement of these box culverts is intended to provide better flow of stormwater through the area. This project is scheduled to begin on Monday, May 20 with traffic being reduced to one lane in each direction and is expected to be complete by the end of September.

CCDOH is performing a roadway improvement and widening project on Lake Cook Road between Deer Lake Road and Ellendale Road. This project also includes widening of Waukegan Road to accommodate additional turn lanes and the installation of sidewalks on Lake Cook Road and Waukegan Road. This is the second component of a larger roadway-widening project that began in 2011 and is intended to relieve congestion by providing additional travel lanes. Currently, the contractor is working to complete underground utility work on the north side of the roadway in preparation for the installation of pavement next week. This project is expected to be complete by the end of October.

Staff works to stay abreast of upcoming construction projects that are being planned by IDOT and CCDOH and attempts to work with these agencies to schedule them in such a manner as to provide as little

disruption to residents and businesses as possible. However, the final decision of when to perform construction on these roads ultimately belongs to either IDOT or CCDOTH.

Throughout the construction process, the Public Works Department is actively working with IDOT and CCDOTH to address concerns with traffic flow from motorists and concerns of access to businesses. One of the ways that this is done is through working with the appropriate agency (CCDOT or IDOT) to adjust the timing on traffic signals to help traffic flow through intersections more freely. Although the timing on many traffic signals is adjusted prior to the start of construction, staff continuously monitors traffic flow at intersections controlled by IDOT and CCDOTH to determine if requests for additional adjustments should be made. Since the start of construction, staff has worked with IDOT to adjust the timing of the traffic signal at the Dundee/Skokie intersection and with CCDOTH to adjust the timing at the Sanders/Commercial intersection. The Village has submitted additional requests for traffic signal timing adjustments that are currently under review by either CCDOTH or IDOT.

In addition to the above mentioned projects, the Village of Wheeling is working with IDOT to construct a bike path along Dundee Road between I-294 and the Des Plaines River. This project is intended to improve traffic safety and quality of life by promoting alternate modes of travel. Construction of this project is expected to be complete by the end of September.

Throughout the construction season, the Public Works Department will be posting updates on the Village's website (www.northbrook.il.us/ConstructionProjects) regarding projects being performed in and near Northbrook.

UPRR BRIDGE REPLACEMENT UPDATE

This week, staff received an update from the Union Pacific Railroad regarding the schedule for the bridge replacement on Shermer Road. As expected, construction mobilization is expected to begin in July. Work will commence on the bridge foundations first, with the spans arriving on site in September or October. At this time, it is expected that the bridge replacement will be complete by the end of December 2013. Roadway replacement will take place in early spring 2014. During construction, we expect that trains will be sounding horns more often than normal. We will be working with Glenview and with the UPRR to ensure that this is mitigated as best as possible. All train horn complaints should be directed to the UPRR's Response Management Communication Center by calling 888/877-7267.

ASPHALT STREET RESURFACING

The annual asphalt street resurfacing program continued this week with the Village's contractor, Curran Contracting, installing the top and final layer of pavement, known as the *surface course*, in the Northbrook Estates subdivision. In addition, Curran's concrete subcontractor, ALamp Road Builders began removing deteriorated sections of curb in the second area of the project (see photo).



Next week, ALamp will be removing and replacing deteriorated sections of curb in the industrial area including Carlson, Janke, and Raymond Drives. Staff has coordinated with the businesses in this area to minimize the impact of the work on business operations. As a result of this coordination, much of the curb and gutter removal in front of driveways and loading docks will be performed on Friday, May 24. In the event of inclement weather on Friday, the work will be performed on Saturday, May 25. High early concrete mix will be used in critical locations as it achieves strength in a shorter period of time. It is anticipated that the affected businesses driveways will be opened for full use on Tuesday, May 28.

SUNNY ACRES/RIDGE-LEE INTERSECTION STORMWATER MANAGEMENT PROJECT

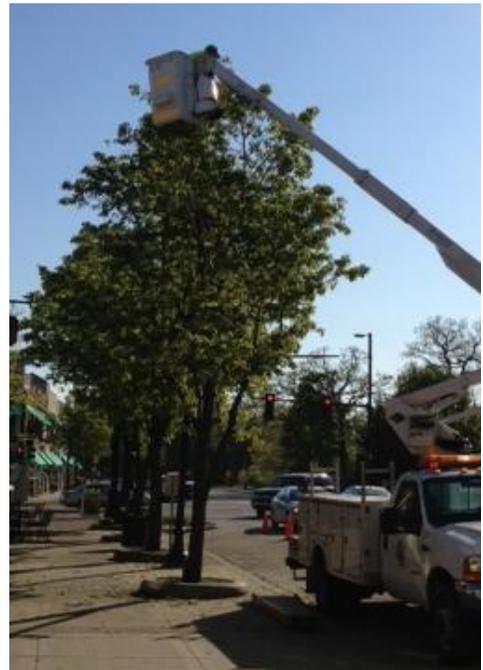
Construction of the Sunny Acres Subdivision project continued this week with the contractor, PirTano Construction, completing all of the main line storm sewer installation (see photo). Pavement, driveway, and parkway restoration work, along with the demolition of the structure at 175 Sanders Road is scheduled for next week. Upon the completion of the structure demolition, the contractor will begin construction of the detention basin.



On Thursday, PirTano began installing the new storm sewer for the Ridge/Lee Intersection portion of the project. Unfortunately, while excavating the site, the contractor broke a 6-inch high pressure gas main due to the location of the gas main not being properly marked by Nicor. Nicor crews worked into the evening to temporarily repair the main and restore service to the surrounding neighborhood. A crew began working on Friday morning to permanently repair the main. The gas main conflicts with the planned location of the storm sewer and will need to be relocated. As staff works to coordinate this relocation, PirTano will continue installation of the remainder of the new pipe. Fire Department personnel were present throughout the repairs as a safety precaution.

SHERMER ROAD PARKWAY TREE REMOVAL

Earlier this week, the Public Works Department removed a parkway tree near the intersection of Shermer Road and the Union Pacific Railroad in the central business district (see photo). In addition, crews trimmed the remaining five trees along the north side of Shermer Road between Meadow Road and the railroad crossing. The Federal Railroad Administration and the Illinois Commerce Commission required this work to ensure visibility of the railroad crossing signals. Thankfully only one tree needed to be removed. The businesses along the north side of Shermer Road were individually contacted prior to start of the tree work.



TECHNY ROAD PROJECT

On Monday, May 13, the permanent traffic signal at the Pfingsten/Techny Roads intersection was turned on (see photo) and the temporary poles were removed. The contractor is now in the process of completing final “punch list” items including some minor concrete, asphalt, and lawn work prior to the close of the project.



PEDESTRIAN SIGNAL

Meade Electric Company has completed the installation of new pedestrian crossings and countdown pedestrian signal heads at the intersections of Pfingsten Road and Maria Avenue, Sunset Ridge Road and Skokie Boulevard, and at Waukegan Road and Founders Drive.



SEWER CLEANING VEHICLE TRAINING

The Public Works Department’s new Vactor sewer cleaning vehicle was delivered this week. The vehicle was purchased last fall to replace a similar vehicle, which had passed its useful life. The Vactor operates in a similar fashion to a large “shop-vac” in that it is capable of suctioning wet and dry materials. It is also used on excavations using the on-board water tanks and hoses to loosen soils so that these materials can be suctioned and collected into the truck’s debris tank. The Vactor is a versatile piece of equipment used for tasks beyond its primary function of sewer cleaning including light pole installations, water main break excavations, and tree stump removals. The photo depicts crew members as they learn how to effectively operate the new vehicle.



WEEK OF MAY 20, 2013

MON.	5/20	7:30 p.m.	ZBA - Board Room
TUES.	5/21	6:30 p.m.	Communications & Legislation Committee - Terrace Room
		<i>After C&L</i>	Administration & Finance Committee - Terrace Room
		7:00 p.m.	Committee of the Whole - Cancelled
		7:30 p.m.	Plan Commission - Board Room
WED.	5/22	7:00 p.m.	Rescheduled Bicycle Task Force - DPS Conference Room
		7:00 p.m.	Rescheduled Youth Commission Meeting - Terrace Room
THURS.	5/23	5:30 p.m.	Architectural Control Commission - Terrace Room
FRI.	5/24		