

## MEMORANDUM

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: July 17, 2015**

**RE: STAFF BRIEFING**

### WEEK OF July 13, 2015

#### BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, July 14. President Pro Tem Karagianis appointed Sunil Hazaray to the Senior Services Commission. The Board also approved a number of resolutions and ordinances including the following: a resolution authorizing renewal of the Village's current water valve maintenance and leak detection contract; a resolution approving a subdivision and development agreement with 1539 Sunset Ridge Road, LCC for the 1539 Sunset Ridge Road Resubdivision; an ordinance approving annexation and zoning of property at 3969 Walters Avenue and an ordinance amending the municipal code to prohibit ground feeding of animals.

Under Planning & Zoning, the Board held two preliminary reviews including a request by the Historical Society for a special permit for a museum and accessory religious organization at 1812 Chapel Court and a request to amend a special permit for a drive-through facility accessory to a bank facility and grant a front yard variation at 2801 Dundee Road which were referred to the Plan Commission for further review. The Board also heard an update on a special permit request for 1801 Holste, which was also referred to the Plan Commission for further review.

The next Regular Board of Trustees meeting will be July 28, 2015.

#### PLANNING & ZONING COMMITTEE MEETING

On July 14, the Planning & Zoning Committee met to consider the request by The Lodge to amend those sections of the development's affordable housing covenant that defined affordable monthly fees and qualifying occupants of the affordable units. After discussing the request, the Committee recommended, by a vote of 2-0 (with one abstention) to recommend adoption of the amendments as proposed by the Applicant to the Board of Trustees.

#### COMMUNICATIONS & LEGISLATION COMMITTEE MEETING

The Communications & Legislation Committee also met on July 14 to review proposed language to amend the Municipal Code to prohibit the ground feeding of wild animals. The Committee heard comments from a number of residents both for and against the suggested changes. After discussing the proposed language, the Committee voted 2-0 to recommend approval to the Board of Trustees.

#### ASSISTANT TO THE VILLAGE MANAGER

The General Government Department welcomes Erik Jensen as the new Assistant to the Village Manager. Erik worked for the Village of Gurnee for the past six years, beginning as a management intern and ending as the Assistant to the Village Administrator. He has a Master's degree from Northern Illinois University in public

administration and a Bachelor's degree from Cornell College in English and Philosophy. Erik's first day was Monday, July 13. Welcome Erik!

#### FIRE SHUTS DOWN MANUFACTURING FACILITY

At approximately 8:30am on Wednesday, July 15, Northbrook Police and Fire units responded to the 1800 block of Raymond Drive. Upon arrival, crews encountered heavy smoke conditions with reports of a fire inside the manufacturing area of the building. All occupants were able to evacuate the building, and no injuries were reported. It took about 30 minutes to extinguish the fire, which was mostly contained to a ventilation system for manufacturing equipment. Northbrook received assistance from Glenview, Deerfield, Northfield, Lincolnshire, North Maine, Highwood, and Wilmette Fire Departments. The cause of the fire is currently under investigation.

Photo provided by Tim Olk



#### ACCIDENT ON EDENS SPUR SHUTS DOWN TRAFFIC

At approximately 4:30pm on Tuesday, July 14, Northbrook Fire and Police units responded with State Police to the Eastbound 29 mile marker of the Edens Spur, for a report of an accident with entrapment and multiple patients. Upon arrival, crews found two vehicles and a semi-truck blocking all eastbound lanes of traffic. A total of five ambulances responded to the scene transporting seven patients in stable condition to local hospitals. Traffic was shut down for approximately one hour. Northbrook received assistance from Deerfield and Lincolnshire Fire Departments while Northbrook Stations were covered by callback personnel. The cause of the accident is under investigation.

Photo provided by Tim Olk



#### WALTERS/CEDAR INTERSECTION CURB EXTENSIONS PROJECT UPDATE

Nicor has substantially completed their gas main relocation and service reconnection work, which will allow construction to begin on Monday, July 20. During construction, a detour for westbound traffic on Walters Avenue will be in effect from 7:00am to 4:00pm on weekdays. The detour will route traffic around this intersection using Shermer Road, Meadow Road and Cherry Lane. The eastbound direction will remain open throughout the duration of work.

Additionally, during construction on Walters Avenue, the north and south legs of Cedar Lane will be closed when crews work on each respective side. Please also be aware there will be reduced on-street parking spaces on Walters Avenue and Cedar Lane during the construction. Construction is expected to take approximately four to six weeks.

#### 2015 CONCRETE STREET PATCHING IMPROVEMENTS PROJECT UPDATE

All major concrete pouring has been completed with minor pouring necessary in intersections only. Joint sealing with bituminous materials around the old and new panels will continue with restoration following completion of the joint sealing. Please note that parking on streets under construction will continue to be prohibited due to the reduced pavement width and construction activities for the duration of the project.

IDOT CRACKING AND JOINT SEALING ON I-94

Staff was notified that IDOT will be performing crack and joint routing and sealing on I-94 from north of Lawrence Ave to south of Dundee Road. The project is expected to begin sometime this month and be completed in December. Additional updates will be provided as information becomes available.

**WEEK OF July 20, 2015**

<b>MON.</b>	<b>7/20</b>		No Meetings
<b>TUES.</b>	<b>7/21</b>	5:30 p.m.	Special BFPC Meeting – Police Department
		6:30 p.m.	Public Works Committee Meeting - <i>Rescheduled to July 28</i>
		7:30 p.m.	Committee of the Whole - <b>Cancelled</b>
		7:30 p.m.	Plan Commission – Board Room
<b>WED.</b>	<b>7/22</b>	5:30 p.m.	Special BFPC Meeting – Police Department
<b>THURS.</b>	<b>7/23</b>	7:30 a.m.	Foreign Fire Insurance Board – Station 11
		5:30 p.m.	Special BFPC Meeting – Police Department
<b>FRI.</b>	<b>7/24</b>	5:30 p.m.	Special BFPC Meeting – Police Department