

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: April 19, 2013

RE: STAFF BRIEFING

WEEK OF APRIL 15, 2013

VILLAGE OF NORTHBROOK EARTH/ARBOR DAY CELEBRATION

The Village of Northbrook and the Northbrook Park District invite you to celebrate Earth and Arbor Day in Northbrook on Saturday, April 20 from 9:30am to 1:30pm. Over 50 vendors will feature earth-friendly ideas and concepts for your home or business. The event takes place rain or shine on the Village Green, at the corner of Shermer and Meadow Roads in Downtown Northbrook. Clean-up teams meet at 8:30am on the Village Green. Each team will be assigned specific areas to collect debris and windblown trash. New this year: there will be six clean-up areas in which a special item is hidden. Find this item and bring it back to the Village Green to receive a prize. Residents are encouraged to participate in the special recycling collection (8:30am to 1:30pm) and document shredding event at the west-side commuter parking lot by the METRA Station near the corner of Walters and Shermer Roads. New this year will be textile recycling with USAgain in which you can recycle clothing, shoes and other textiles.

INTERFAITH SUNDAY

This year thirteen Northbrook houses of worship will open their doors to the community for a fun and educational afternoon. Start the day off by bringing your friends and family to the Northbrook Village Green Park Gazebo, 1810 Walters Ave., at 12:30pm or to any of the participating houses of worship starting at 1:00pm and pick up your "passport." Then visit as many institutions as you wish between 1pm – 4pm. Your passport book contains a listing of participating institutions. After your visits, all are invited to come to the Northbrook Village Hall, 1225 Cedar Lane, at 4:00pm, for pizza and to meet new friends, gather for discussion, play some games and win some prizes. Don't miss this great opportunity to experience the rich cultural diversity that exists right in our own backyard. The Northbrook Clergy Association and the Northbrook Community Relations Commission are proud to sponsor this event. For a complete list of participants visit www.northbrook.il.us/Interfaith

STORM RESPONSE

Over the course of Wednesday and Thursday, the Village of Northbrook received approximately 3.7 inches of rain. A Public Works crew was called in at 3:00am on Thursday to begin flood control operations that included clearing blocked inlets and setting up barricades. By mid-morning, the Village's storm sewers were full and could not take on any more water.

Crews responded to 83 calls for service, of which 10 were for structure flooding. The remaining calls pertained to yard and roadway drainage issues. While in the field, crews verified that storm sewer inlets were open, checked detention ponds to verify that there were no blockages in the outlets, and ensured that sanitary and storm lift stations were functioning properly. Various streets and intersections were closed and subsequently reopened once they became passable. Public Works crews remained on duty throughout the night to address calls and remove barricades.

Throughout the day, the Police and Fire departments provided assistance with road closures and responded to calls to check on hazards and shut down electric and gas services. The Police Department responded to the 101 calls related to the weather the Fire Department responded to nine calls related to the weather. The Fire Department also supplied Des Plaines with Northbrook's light truck to assist with their flood response.

Operations of the Fire, Police, and Public Works Departments are largely back to normal. Public Works will be continuing with clean-up items such as double checking that storm grates in areas that had flooding are clearing and sweeping streets that had flooding.

The photos below depict some of the flooding conditions the Village experienced on Thursday. There is a project identified in the Master Stormwater Management Plan to mitigate flooding for each of the areas identified below.



Intersection of Dundee Road and Skokie Boulevard



1700 block of Sunnyside Circle



4000 block of Sunset Lane



Sunny Acres - see page 5 for an update on the Sunny Acres stormwater management project

MEETING OF THE BOARD OF TRUSTEES

The Board of Trustees held a special meeting on Tuesday, April 16. A Public Hearing was held and the FY 13/14 Budget was presented and passed unanimously. Staff presented an update on the Greenwood Road parking improvements. Under the President's report, the Board proclaimed April as Child Abuse Prevention Month and Fair Housing Month in the Village of Northbrook; April 14-20 as Public Safety Telecommunicators' Week; April 19, as Organ Donation Awareness Day; April 20, and as Earth Day; April 28, as Breathe Deep North Shore Day in the Village of Northbrook. The Board approved numerous items on

Consent, including a Resolution authorizing a contract for the Sunny Acres Subdivision and Lee/Ridge Intersection Stormwater Management Improvement Project; a Resolution approving the renewal of a contract for the FY 2013/14 Sidewalk Replacement Program; a Resolution authorizing the purchase of 334 Parkway Trees; and a Resolution authorizing renewal of a contract for Tree Trimming Services. The Board reviewed a preliminary proposal for a Dengeo's Restaurant at 430 Dundee Road and an electronic message sign at Nestle, 885 Sunset Ridge Road, both of which were referred to the Plan Commission for review. The Board discussed and approved an Ordinance amending the Annual Fee Ordinance regarding Tree Protection and Preservation and tabled the discussion of a Tree Permit for the removal of a Heritage Tree at 1300 Wendy Drive to the next meeting.

The Next regularly scheduled meeting of the Board of Trustees is April 23 at 7:30 p.m.

PLAN COMMISSION

On April 16, the Plan Commission conducted its regular meeting. During the meeting, the Commission considered and unanimously approved Resolution No. 13-PC-04 recommending approval of Docket No. 12-14. This is a Village-initiated application creating the new Industrial and Commercial Services (ICS) District. The Plan Commission had conducted several workshops, as well as a public hearing, on the proposed code amendments necessary to create the new zoning district. An ordinance adopting the new zoning district, as recommended by the Plan Commission, is scheduled to appear on the consent portion of the Board agenda on Tuesday April 23.

The Plan Commission also conducted a public hearing on Docket No. 12-14B, which is also a Village initiated application, to consider a Zoning Code text amendment to allow non-conforming lots and lots with non-conforming structures to be rezoned to a new district through the granting of variations pertaining to their non-conformities as long as the non-conformities are not increased in any way. This item also considered a text amendment to allow the granting of a variety of variations through the lot consolidation process. The Plan Commission found these text amendments to be generally appropriate. During the public hearing, staff presented another potential text amendment that would allow the granting of a variety of variations through the resubdivision process. This is an issue that staff wanted to study in further detail before the Plan Commission included it with the proposed text amendments. To provide staff with additional time to study this issue, the Plan Commission continued the public hearing for Docket No. 12-14B to May 7.

YOUTH COMMISSION MEETING

On Wednesday evening, the Youth Commission continued planning the 4th Annual Film Fest. The event is scheduled for Monday, June 10 and will be held at the Northbrook Public Library. All are encouraged to attend and, if you are or know a budding student filmmaker, please be encouraged to submit a film/video. Please see the event flyer on the Youth Commission webpage at www.northbrook.il.us.

The commission was also introduced to Maggie Bruce, Youth Ministry Coordinator at St. Norbert's. Maggie informed the Commissioners that a new Northbrook Youth Ministers' Network is forming, offered any assistance she could to the commission and looked forward to future partnerships.

The next meeting of the Youth Commission is scheduled for May 22.

NORTHBROOK'S LIGHT TRUCK ASSISTS DES PLAINES WITH FLOOD OPERATIONS

On Thursday evening, April 18, 2013, Northbrook's light truck and light trailers from surrounding MABAS Divisions responded to a MABAS request from the Des Plaines Fire Department. Due to the heavy rains earlier in the day, Des Plaines was experiencing extensive flooding and they were going to have several sandbag operations working into the night. The light truck, staffed with two paid on call firefighters, spent

about five (5) hours lighting an area near Graceland Ave. and Rand Rd. where residents were filling sandbags.

NORTHBROOK DIVERS RESPOND TO GLENVIEW FOR CAR IN THE WATER

On the morning of April 19, three Northbrook Divers responded to Glenview to assist with a car in the water. Northbrook Divers stood by while Glenview Firefighters determined there were no occupants in the multiple vehicles submerged in floodwaters. Northbrook's Dive Team members were released after approximately one hour and callback personnel covered Northbrook stations during the incident.

NORTHBROOK GOOD SAMARITAN CITIZENS AND POLICE ADMINISTER CPR AND USE AED TO SAVE A LIFE

On Sunday afternoon, April 14, at approximately 4:30pm, a resident in the 2200 block of Cherry Lane called 911 advising of a man down in the roadway who may have fallen off his bicycle, which was lying beside him. Upon Police arriving, two Northbrook citizens; Susan Weszt a nurse from Evanston Hospital, and Brian Drake an Evanston 911 Center Assistant Coordinator, were performing CPR. Officer Chris Lacina retrieved his Automatic External Defibrillator (AED) from his squad car and administered it following the AED's operating instructions. Responding Officers Sergeant Ryan and Officers Drewes and Fiedler assisted with CPR functions until Paramedics arrived. The 45-year-old male bicyclist was transported to Glenbrook Hospital in serious, but stable, condition by Northbrook ambulance. Congratulations to all Northbrook Police and Fire personnel and the citizen first responders whose quick and trained actions undoubtedly helped to save this man's life. Appropriate means of appreciation will be extended to the two witnesses who were the Good Samaritan first responders.

BURGLARIES

On Saturday evening, April 13, at approximately 7:30pm, three vehicles parked in the Willow Fest parking lot had their windows smashed and computes, cell phones and cash removed. While investigating, Officer Matt Johnson was able to track one of the cell phones via its "Find My iPhone" application. Sergeant Metrick and Officer Johnson, along with assistance from the Chicago Police Department were able to track the phone to a location in Chicago. Four subjects were eventually located, arrested and the stolen items returned to their owners.

Three additional burglary to motor vehicle reports were received by the Police Department over the weekend of April 12. The vehicles, parked at Wood Oaks Jr. High, 3000 block of MacArthur Boulevard and 2000 block of Dundee Road, were entered by smashing the windows or prying open the doors. Items removed included cash and credit cards from purses and construction equipment from a company van.

A residential burglary occurring on Monday afternoon, April 15, in the 800 block of Bittersweet Drive is being investigated. A male, possibly Hispanic subject, posing as an employee of the telephone company talked his way into the home, distracted the two homeowners in the house while others removed a safe containing cash and jewelry from an upstairs location. After a period, one of the homeowners became suspicious and called 911. The phony utility worker left the basement from an auxiliary exit prior to police arriving. Radio broadcasts were announced and the area checked with negative results. Upon canvassing the neighborhood, no one was able to give any information.

Canvases were conducted and all scenes were processed by Evidence Technicians. The Police Department cautions residents and business owners to check unknown visitors for valid picture identification and/or calling the representing company for proof of services prior to allowing entry. In addition, vehicle owners are reminded to make sure their vehicle doors are locked and items left in the car should be put in the trunk or placed clearly out of sight.

ANNUAL ASPHALT STREET RESURFACING PROGRAM

Work relating to the annual asphalt street resurfacing program continued this week with the Village’s contractor having completed the replacement of sewer structures throughout the entire project area. The contractor also worked to pour replacement sections of curb throughout the Northbrook Estates area; however, the rainy weather has slowed this work. The photo depicts the Village’s contractor removing a failed section of curb.



SUNNY ACRES SUBDIVISION/RIDGE-LEE INTERSECTION STORMWATER PROJECT

A pre-construction meeting for the Sunny Acres Subdivision/Ridge-Lee Intersection stormwater management project was held earlier this week. Staff discussed details of the upcoming project with the Village’s contractor, PirTano Construction Company. The contractor will begin preparatory work including the establishment of traffic control devices, staging of materials, and installation of soil erosion control devices early next week. A notification was mailed to residents in the project area informing them of the pending work. The project is expected to be complete by the end of June; however, this date is weather dependent.

ARBOR DAY CELEBRATIONS

Next week, the Village will be participating in two Arbor Day tree-planting ceremonies. The first will be held at 11:30am on April 25 at St. Norbert where a tree will be planted on Elm Street. The second ceremony will be held at 10:30am the following day at Greenbriar School. A tree donated by Commonwealth Edison will be planted at the school. In addition, the Village will be donating 100 tree seedlings to Greenbriar School for students to take home and plant in their yard.

BACKFLOW PREVENTION DEVICE INSPECTIONS

The Illinois Plumbing Code requires the Village to monitor the annual testing of the Reduced Pressure Zone Backflow Prevention Devices (RPZ) throughout the Village. RPZ devices prevent water from irrigation systems or other sources from back flowing into the Village’s water distribution system, potentially contaminating the water supply. The inspection ensures that the devices are functioning properly and afford the necessary protection. Earlier this week letters were sent to residents that have not yet submitted their annual inspection reports. Additional information regarding RPZ requirements, including a list of certified inspectors and plumbers, is available on the Village website.

WEEK OF APRIL 22, 2013

SAT.	4/20	8:30am-1:30pm	Earth Day/Arbor Day - Village Green Park	
SUN.	4/21	12:30-4pm	Interfaith Sunday - Kick Off at Village Green Gazebo	
MON.	4/22	7:30 p.m.	ZBA - Cancelled	
TUES.	4/23	7:30 a.m.	ICDC - Terrace Room	
		6:30 p.m.	Administration & Finance Committee - Terrace Room	
		7:30 p.m.	Regular Meeting of the Board of Trustees - Board Room	

WED.	4/24	7:00 p.m.	Downtown Zoning Committee - Terrace Room
THURS.	4/25	7:30 a.m.	Foreign Fire Insurance Board Meeting - Station 11
FRI.	4/26		No Meetings