

MEMORANDUM

TO: STAFF

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

FROM: Richard Nahrstadt, Village Manager

DATE: April 27, 2012

RE: STAFF BRIEFING

WEEK OF APRIL 23, 2012

STUDENT GOVERNMENT DAY

As a reminder, this Wednesday, May 2, is Student Government Day. The Assembly and Orientation for the students will begin at 8:45am. At 10:00a.m., students will accompany their counterparts until lunchtime at 12:30pm in the Board Room. The student staff will hold their staff meeting in the Terrace Room at 11:45am until 12:30. After lunch, all students will be bused back to their respective schools. Dinner will be at 5:30pm at Marcello's, 1911 Cherry Lane in downtown Northbrook. The students and their counterparts will be back at the Village Hall by 7:15pm to hold the mock Village Board meeting at 7:30pm. Please call Dan Kaup at 847-664-4016 if you have any questions.

COYOTE CONCERNS

Incidents of coyotes attacking domestic dogs have been reported, generally on the west side and at night. Animal Control Officer (ACO) Manski has posted advisory fliers in the affected areas to inform residents and pet owners of the situation. The Village also utilized our Northbrook Notify email system, Facebook and the Village's website to convey the message. The Police Department is engaged in efforts to address and mitigate the nuisance and is consulting with professional wildlife experts on methods to reduce/eliminate the animals. The public is advised that while one cannot easily predict the behavior of wild animals and certainly they can always be a danger, it is not believed that the coyotes are an immediate danger to humans. ACO Manski is addressing resident concerns and helpful information can be obtained from her office.

REGULAR BOARD OF TRUSTEES MEETING

The Board met in a regular meeting on Tuesday, April 24. During the Manager's Report, the Board discussed a follow-up staff report on the Cherry Lane Bump Outs. At this time, the Board concurs with staff's recommendation to leave the bump outs in place; however, the Board did request that there be more substantial markers on the bump outs during the plowing season. Under the President's Report two long-term employees were recognized for their years of service to the Village of Northbrook—Ronni Luecht and Tom Miller.

During Consent, Resolutions were passed approving: the 2012 MFT asphalt street program, ratification of a four-year collective bargaining agreement with the Combined Counties Police Association (Police Sergeants), and a contract for pipe repairs at Crestwood Place. Also accepted was an Ordinance approving amendments to provide authority for 2012/2013 Annual Fee Ordinance.

During the Planning and Zoning Committee Report, the Board held a preliminary review on a request from Countryside Montessori School regarding 1945-1985 Pfingsten Road. The Board had some concerns regarding the layout and use of the site and forwarded the request onto the Plan Commission. The Board also held a preliminary review on the request for an extension of a permit for an outdoor seating area deck at Kamehachi (1320 Shermer). The Board commended the restaurant owner on the work that had been done on the deck and recommended that the extension be granted. During the Public Safety report, the Board reviewed the Skokie Valley Trail alignment project. At this time, the Board directed staff and the Bicycle Task Force to update the prices to reflect the changes in the plan.

The next regular meeting of the Board of Trustees will be on Tuesday, May 8, 2012.

APRIL 24, 2012 PLANNING & ZONING COMMITTEE MEETING

The Planning & Zoning Committee met on Tuesday April 24 prior to the Board meeting to discuss Docket No. 11-11, an application for an assisted senior living facility located at 1000 Sunset Ridge. The application had undergone review by both the Plan Commission and the Architectural Control Commission; both commissions ultimately recommended approval of the proposed plan to the Board of Trustees. The application was presented to the Board of Trustees during the regular meeting on April 10, during which the Board raised several concerns with the proposed development and directed it to the Planning & Zoning Committee for further review. On April 24, staff presented the application to the committee with detailed responses addressing the concerns which had been raised by the Board; these included the height and density of the development, the amount of proposed parking, detention/retention, and the impact the facility would have on the emergency services. The committee discussed the proposed development as it related to these concerns and ultimately directed staff to prepare documents recommending approval of the development.

Lastly, the committee conducted a brief discussion on the creation of the Industrial and Commercial Services (ICS) District. The committee directed staff to take this application to the Plan Commission for a more thorough review.

FIRE DEPARTMENT RETIREMENT

After thirty years of dedicated service to the Village, Lieutenant/Paramedic Steve Johnson will be retiring on May 20, 2012. He joined the Northbrook Fire Department on May 10, 1982 as a Firefighter/Paramedic and has been resident of Northbrook since 1989. Steve was promoted to Lieutenant/Paramedic on September 16, 1998, and in addition also served as an inspector in the Fire Prevention Bureau and on the Fire Department Safety Committee. Steve has worked tirelessly to share his time, knowledge, dedication and guidance with countless firefighters and paramedics, taking them under his wing as novices, challenging and mentoring them into skilled professionals. Lieutenant Johnson's knowledge and skills have benefited the members of the Northbrook Fire Department, the Village, and the residents of Northbrook. Please join us in recognizing Lieutenant Johnson at the Village Board meeting on May 8, 2012.

EARTH/ARBOR DAY

Northbrook hosted its 21st annual Earth and Arbor Day celebration on Saturday, April 21. This year's event featured not only the first decent weather in at least the last three years, but also the largest public turnout for both recycling and the park event.

This year's recycling included accepting electronic waste, fluorescent bulbs, tires, paint, scrap metal, waste oil, cardboard, Styrofoam and batteries. This was the first year the recycling event took place in the west commuter lot, and the layout worked well. The event in the park included about fifty environmental vendors, as well as food and giveaways from Sunset Foods, the Farmer's Market, Leonard's Bakery,

Starbuck's and Peerless Coffee. Staff is collecting the totals for all materials recycled during the event and will post them next week. Thank you to all who helped make this year's event the most well-attended ever!

REMINDER THAT SHERMER ROAD WILL BE CLOSED BETWEEN LEE ROAD AND DUNDEE ROAD FOR BRIDGE IMPROVEMENTS

The Shermer Road Bridge over the Middle Fork North Branch of the Chicago River **is still on schedule to be closed from May 1 thru August 1 of this year.** The improvements will consist of bridge beam and deck replacement. The project is being administered by the Illinois Department of Transportation (IDOT) and Lorig Construction Company will be the contractor, with a low bid of \$364,887. Shermer Road traffic will be detoured on Dundee and Waukegan Roads. The Dundee Road westbound left turn lane onto Shermer Road will be barricaded closed and the traffic signal will be modified to disable the left turn arrow for the duration of the project. Advance warning signs for the road closure and detour route are in place.

NORTHWEST CORNER OF DUNDEE ROAD & SKOKIE BOULEVARD (BEAL BANK SITE)

On Monday, April 23, President Frum, Tom Poupard, David Schoon, and I met with Jack Rosenberg & Dave Bercue from Colliers International –the real estate brokers representing Beak Bank with the disposition of the site. The brokers had requested the meeting to discuss redevelopment ideas the Village may have for the site. President Frum indicated she could only speak for herself and identified uses and development pattern concepts that she would favorably consider.

On May 1 the brokers will be releasing the request for proposals to developers interested in purchasing and redeveloping the property. The proposals will be due May 30, and they anticipate that it will take several months before Beal Bank will select a purchaser for the site. We will continue to communicate regularly with the brokers as the Bank goes through its process.

TECHNY ROAD/PFINGSTEN ROAD IMPROVEMENTS PROJECT – TRAFFIC STAGING ADJUSTMENTS

Public Works staff and our Resident Construction Engineer from Primera Engineers, Ltd. met several times this week with representatives from the YMCA, Northbrook Covenant Church, Covenant Village, Countryside Montessori School and GBNHS to discuss traffic staging during construction at the east and west ends of the project (Shermer and Pfingsten).

As a result of these meetings, the Village has made accommodations to the original traffic plan and Techny Road will be kept two-way between Shermer Road and Second Street to reduce impacts to GBNHS and Second Street traffic. Covenant Village has existing access on Pfingsten Road via Foxglove Drive, so no adjustments are necessary to accommodate their traffic other than some informational signage.

Eastbound traffic exclusively for the YMCA and the Covenant Church from Pfingsten Road will be provided up to approximately June 15th. After this date, eastbound access from Pfingsten Road will not be available for approximately fifteen weeks due to the relief sewer construction on Techny Road and Pfingsten Road. Following this, the exclusive eastbound traffic will be re-established and maintained for the remainder of construction as best as is possible, but with possible periodic interruptions.

As part of the communication plan, the Village has canvassed the area with information about the project so that residents can prepare for the traffic change. Within this information is a project specific blog (<http://technyroadimprovements.blogspot.com/>) which provides residents and business updated information about the project. This blog gives people the ability to register their email to received automatic updates about the project as they are posted. The Village will also be using the Village website, Northbrook Notify and other forms of communication to provide updates as well.

HOCKEY GAME PROVIDES FOR MULTIPLE AMBULANCE CALLS

On Friday evening, April 20, three separate Northbrook ambulances were requested for assistance at the sports complex at 1730 Pfingsten Road, for hockey players, ranging in age from 12-14 years old, suffering non-life threatening injuries. All injuries and subsequent calls occurred during the same Hockey game. All three patients were part of a team visiting from Sweden and playing in an international youth tournament. The Northbrook Police Department was also on the scene for the ambulance responses. All three patients were transported to Glenbrook Hospital for further treatment.

FIRE DEPARTMENT PROVIDES MUTUAL AID TO HIGHLAND PARK FOR STRUCTURE FIRE

At approximately 3:00 pm on Wednesday, April 23, Northbrook Engine 11 assisted Highland Park with a basement fire in a one story duplex home. The crew from Northbrook Engine 11 was assigned to check for the extension of fire to the first floor and was released after approximately an hour into the incident. The cause of the fire is currently under investigation. Northbrook Paid-On-Call personnel assisted in covering station 11 while Northbrook Engine 11 was providing mutual aid to Highland Park.

CAR FIRE AT SPORTSMAN COUNTRY CLUB PARKING LOT

At about 5:30 am on Tuesday, April 24, Northbrook Fire Engine 10 responded to the parking lot at Sportsman's CC for the reported car fire. The late model BMW caught fire in the engine compartment after the driver had parked and exited the vehicle. Northbrook Police was also on sight and a police officer was able to slow the progress with a fire extinguisher until Engine 10 arrived to extinguish it completely. There were no exposures and no injuries.



NORTHBROOK CREWS PROVIDE MUTUAL AID TO DEERFIELD FOR STRUCTURE FIRE

On Monday, April 24 at 2 pm, Northbrook Fire Engine 10 was requested to Deerfield for a reported house fire. The crew from Northbrook Engine 10 was given the task by Deerfield Command of establishing a water supply to the Deerfield Engine and deploying a backup line. Engine 10 also performed a secondary search and assisted with ventilation of the structure. No injuries were reported and an estimated damage to the structure is not available at this time.

PARKWAY TREE PLANTING PROGRAM BEGINS NEXT WEEK

The Village will begin its parkway tree planting program the week of April 30. The Village will be planting 334 parkway trees which includes 233 EAB replacement trees, 46 trees for residents participating in the cost sharing program, 50 to replace trees that were lost due to utility excavations or other right of way work, and five trees to replace those removed during private construction. Planting locations for the new trees are marked with a wooden stake in the parkway. As part of the planting program, residents may notice paint and flags in the parkway from utility locates that are called in before the hole dug for a new tree is dug so that utilities are not damaged during digging. Instructions for the care of the new trees are left with each resident. The planting program is expected to be completed by mid to late May.

A portion of the tree purchase will be funded with a grant from the Metropolitan Mayor's Caucus and the U.S. Forestry Service. The \$20,000 grant is to help communities replace trees lost to the Emerald Ash Borer and will help Northbrook pay for approximately 55 of the 233 EAB replacement trees.

WATER MAIN BREAK REPAIRS

The Public Works Department repaired a main break at the corner of Milton Avenue and Meadow Road on Tuesday, April 27. To repair the break, Meadow Road had to be closed between Milton Avenue and Redwood Lane while the crew replaced 18 feet of 6 inch water main that was originally installed in 1954.



SERVICE LINE REPAIR AT POLICE STATION

On Friday, April 20, the Public Works Department repaired a break on the water service line to the Police Department. Repairs to the 8 inch service line were started late in the afternoon and completed at 5:00pm.



NORTAF MAJOR CRASH ASSISTANCE TEAM

At the quarterly meeting of the North Regional Major Crimes Task Force, the Northbrook donated reserve ambulance was presented to the members. The converted ambulance will be used by the Major Crash Assistance Team in their investigations of major crashes. Since the inception of the Team, there have been 44 call-outs which required investigators to operate in all types of weather in the outdoor environment. The truck has interior space for members to use their highly technical computers and measuring equipment as well as store required materials for accident investigators and evidence technicians. The soon to be installed Havis lights are removable to mount onto tripods which should reduce the need for MCAT to rely on the Fire Department



light trucks. Also, an awning will be installed to give further protection from the elements. A new power inverter energizes the outlets giving the team members options to charge and power their equipment without the need to return to base.

On behalf of the 13 member NORTAF communities, Chief Wernick expresses his thanks and appreciation to the Board for their continued support of NORTAF.

POLICE ACTIVITY

Northbrook's representative to NIPAS responded to a call-out on Friday evening, April 20, at approximately 11pm. to Round Lake to assist with an armed, barricaded subject. The call-out ended successfully at 5am Saturday morning.

A GPS device and a computer thumb drive were removed from a resident's vehicle left unsecured in his driveway in the 2900 block of White Pine Drive over the evening of April 23.

WEEK OF APRIL 30, 2012

MON.	4/30	2:00 p.m.	Craig Monroe's Retirement - PD
TUES.	5/1	8:00 a.m.	Fire Promotion - Station 11
		8:30 a.m.	Department Head Staff Meeting - Terrace Room
		7:30 p.m.	Plan Commission - Board Room
WED.	5/2		Student Government Day
		12:30 p.m.	SGD Lunch - Board Room
		5:30 p.m.	SGD Dinner - Marcello's
		7:30 p.m.	SGD Board Meeting - Board Room
THURS.	5/3	7:00 p.m.	Arts Commission - Terrace Room
		7:00 p.m.	Community Relations Commission - Library Civic Room
		7:30 p.m.	Board of Police & Fire Commissioners - Shermer Study
FRI.	5/4		No Meetings