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# MEMORANDUM

## VILLAGE OF NORTHBROOK

### PUBLIC WORKS DEPARTMENT

**TO:** RICHARD A. NAHRSTADT, VILLAGE MANAGER

**FROM:** KELLY HAMILL, PUBLIC WORKS DIRECTOR  
PAUL KENDZIOR, VILLAGE ENGINEER

**DATE:** AUGUST 25, 2011

**SUBJECT:** MASTER STORMWATER MANAGEMENT PLAN INTRODUCTION

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The Stormwater Management Commission has met over the last twelve months with the Village of Northbrook's consulting engineers from the firm of Hampton, Lenzini, and Renwick, Inc. (HLR) and Village staff developing, and revising the new Master Stormwater Management Plan (MSMP). The Stormwater Management Commission has completed its review, approved the MSMP and referred it to the Village Board. The Public Works Committee has been tasked with completing a first review of the projects included in the MSMP.

The Master Stormwater Management Plan, which is attached to this memo, is comprised of two documents: an executive report providing the results and recommendations of HLR and the Stormwater Management Commission and a separately bound appendix that provides in depth history and analysis on stormwater in the Village of Northbrook. The executive summary portion of the report is organized around projects and provides an overview of each. The Appendix to the MSMP addresses projects in more detail, the methodology used for analysis of the projects, in addition to touching on stormwater management tools such as education, private property programs, and code revision.

At the August 30 meeting, the Public Works Committee will start their review of the MSMP. Given the complexity of the document, it is understandable that Committee members have questions about the plan. In order to help answer those questions, representatives from HLR will give a brief presentation providing an overview of the structure of the MSMP and answer questions. In addition to this overview, staff will be providing the Public Works Committee with information on how we foresee the plan being implemented. Staff will also briefly cover other items of concern which impact flooding within the community as well as more recent developments with the recent storms.

The Public Works Committee **will not** be asked to make any decisions on August 30, as it is the first step in the review process. After the August 30, staff recommends proceeding with the review of the MSMP as indicated below. Notification of MSMP review meetings will be made by Northbrook Notify, Facebook, the Village's website, and where applicable direct mailings to residents.

- **Open House Meeting # 1 with Property Owners (to be scheduled in September on a Saturday morning).** This meeting will be for all interested members of the community who will have the opportunity to speak individually with Public Works senior administration staff and our consultant HLR, Inc. about flooding matters. An exhibit (Location Map/Concept Plan) for each project will be displayed on individual easels throughout the Board Room.
- **Open House Meeting # 2 with Property Owners (to be scheduled in September on a weekday evening).** This meeting will be for all impacted and interested members of the community who could not attend the first Open House. Members of the public can once again

speak individually with Public Works senior administration staff and our consultant HLR, Inc. about how a particular project(s) affects them. An exhibit (Location Map/Concept Plan) for each project will be displayed on individual easels throughout the Board Room.

- **Public Works Committee #2 (to be scheduled in late September/early October).** This meeting will provide the Public Works Committee with an opportunity to review public comments from residents at the open houses and further review the MSMP. The Public Works Committee will be asked for policy recommendations to the full Board.
- **Administration & Finance Committee Meeting (October).** Financing and funding of those stormwater projects recommended by the Public Works Committee will be integrated into the Village's Capital Improvement Plan which will be discussed by the Administration and Finance Committee (serving in a Committee of the Whole capacity that includes the entire Village Board).
- **Regular Board Meeting (November).** The New Master Stormwater Plan will be presented to the full Board with the recommended implementation schedule and tie-in with the Five-Year CIP by Administration & Finance Committee.

Staff believes that the above schedule will provide both the Public Works Committee and the community ample time to review the plan and provide comments.

The issue of flooding is not something new to the community. There are no easy answers and people will not always agree as to what the best course action is to address these issues. We also will not be able to eliminate all flooding with this plan. The Stormwater Management Commission took great care in developing and refining the new MSMP. We commend them for their efforts.