



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: February 17, 2017

SUBJECT: STAFF BRIEFING

WEEK OF February 13, 2017

BOARD OF TRUSTEES REGULAR MEETING

On Tuesday, February 14, the Board of Trustees held its regular meeting. Under the consent agenda, the Village Board approved several resolutions and ordinances for a number of items including contracts for the purchase of electricity for Village facilities, water main replacement and right-of-way surveying, as well as the approval of special permits for wall signs at 501 Skokie Boulevard and 5 Revere Drive.

Under Planning & Zoning, the Board held public hearings for and subsequently approved applications for the renewal of a special permit for the Wyspa Dzieci Learning Center at 755 Huehl Road and text amendments, special permits and variations for a multi-tenant building at 2990 Dundee Road. Afterward, the Village Board reviewed the Plan Commission's recommendation regarding a transitional services facility at 1620 Sunset Ridge. After hearing public comment and discussing the matter, the Village Board directed staff to prepare approval documents for consideration at the Village Board's Tuesday, February 28, meeting.

The next Regular Board of Trustees meeting will be held on Tuesday, February 28.

YOUTH COMMISSION MEETING

The Youth Commission held its regular meeting on Wednesday, February 15. The meeting focused on finishing tasks for the upcoming Institute for Civility training, which will be held on Sunday, February 26. About 40 participants, both students of GBN and adults, will take part in this four-hour workshop dedicated to fostering skills for civil discussion and debate. Future possible collaborations with the Community Relations Commission were also discussed. The next Youth Commission meeting will be held on Thursday, March 23.

COMMUNITY RELATIONS COMMISSION SUBCOMMITTEE MEETINGS

This week, the Community Relations Commission's Celebration of Cultures and Northbrook Cares Subcommittees held meetings to continue planning for both projects. The Celebration of Cultures Subcommittee met on Monday, February 13, at the North Suburban YMCA and discussed logistics and coordination for the upcoming Celebration of Cultures, which will be held on Sunday, April 23. The Northbrook Cares Subcommittee met on Thursday, February 16, to discuss the project's website and an upcoming event for social service agencies. The next regular meeting on the Community Relations Commission will be held on Thursday, March 2, at the Northbrook Public Library.

ENVIRONMENTAL QUALITY COMMISSION

The Environmental Quality Commission held its regular meeting on Thursday, February 16. The Commission continued the planning process for the Earth and Arbor Day celebration. The Commission also continued discussing a Green Business Award and a heritage tree program. The next meeting of the Environmental Quality Commission is scheduled for Thursday, March 16.

NORTHBROOK FIRE DEPARTMENT ACTIVITY

On Monday, February 13, at 5:13 p.m., Northbrook Fire Personnel responded to the 1200 block of Sunset Ridge for a report of an oven fire. At the site, firefighters extinguished an oven fire resulting from plastic containers, which were stored in the oven. One occupant of the property was transported for medical evaluation. No other injuries were reported.



On Thursday, February 16, at 9:07 p.m., Northbrook Fire Personnel responded to a call regarding a structure fire in the 4000 Block of Phyllis Drive. Upon arrival, the Fire Department confirmed the structure fire and verified all occupants of the building had been evacuated. One occupant was transported for medical evaluation and no other injuries were reported. The cause and origin of the fire is currently under investigation.

PARKWAY TREE TRIMMING PROGRAM

Each year, the Village of Northbrook trims parkway trees using contractual assistance. Trees are trimmed to prevent unnecessary damage during storms and protect pedestrians and motorists from low hanging branches, promote the health of the tree, and lastly ensure that the tree is aesthetically pleasing. Trees are trimmed during their dormant period during the winter months to minimize trauma to the tree. This week tree trimming was completed on Walters Avenue and Brookside Drive. Next week, the contractor will continue trimming along Crestwood Drive and Partridge Drive.

WEEK OF FEBRUARY 20, 2017

MON.	2/20		President’s Day Village Hall closed to Public
TUES.	2/21	7:30 p.m.	Committee of the Whole - Canceled
		7:30 p.m.	Plan Commission Meeting –Board Room
WED.	2/22	9:00 a.m.	Rescheduled Firefighters’ Pension Board Meeting – Shermer Study
THURS.	2/23		No Meetings
FRI.	2/24		No Meetings
SUN.	2/26	1-5pm	Youth Commission Civility Training – Board Room