

## MEMORANDUM

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: February 27, 2015**

**RE: STAFF BRIEFING**

### WEEK OF February 23, 2015

#### BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, February 24. The Board welcomed and held the swearing in of Fire Chief Jose Torres. The Board approved a number of resolutions and ordinances, including authorizing agreements for the installation of automatic door openers and electrical upgrades at Village Hall, authorizing the replacement of the A/C unit in the Police Department Computer Room, authorizing the update of the Fire Station 11 Bunk Room, approving a one-year extension to commence construction of The Grove of Northbrook Living and Rehab Center at 263 Skokie Boulevard, and approving a Class 6b incentive assumption agreement with Barilla America, Inc. for 855 Sunset Ridge Road.

Under Planning & Zoning, the Board held public hearings for a special permit renewal for Smith Tire and Auto located at 805 Waukegan Road and also for restating and amending Ordinance No. 2012-06, which granted approval of special permits and other zoning relief for a membership and sports recreation facility at 1900 Old Willow Road. The Board approved the renewal of Ordinance No. 09-70 granting a special permit and variations for the operation of an automotive repair shop at 805 Waukegan Road for Smith Tire and Auto, granted special permit approval and variations for a drive-through facility accessory to an eating establishment at 2775 Dundee Road for Dunkin Donuts, approved a first amendment to the development agreement for the North Shore Sports Center at 1900 Old Willow Road, and approved an Ordinance restating and amending Ordinance 2012-06 granting special permits for a membership sports and recreation facility and an increase in permitted floor area ratio, as well as yard, setback and loading space variations and site plan approval for the North Shore Sports Center at 1900 Old Willow Road.

The next Regular Board of Trustees meeting will be March 10, 2015.

#### COMMUNICATIONS AND LEGISLATION COMMITTEE MEETING

The Communications and Legislation Committee held a meeting on Tuesday, February 24. The Committee reviewed mobile food service vehicle regulations and discussed ice cream truck noise issues. The Committee asked that all ice cream truck vendors that apply for a Village business license be required to have their sound amplification systems measured and a maximum volume be set by the Northbrook Police Department based on the Village's noise ordinance. The Committee also recommended that the language concerning minimum distance requirements from Special Events be amended so that the standards are easier to understand and enforce.

The Committee also held a discussion on wildlife ground feeding regulations. After discussion and hearing statements from residents either in support or opposition of wildlife ground feeding regulations, the Committee directed staff to prepare draft language to establish regulations for ground feeding. The draft language will be reviewed by the Communications and Legislation Committee at a future meeting.

### INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMISSION MEETING

The Industrial and Commercial Development Commission held a meeting on Tuesday, February 24. The Commission was updated on development projects in the community and received additional information regarding Pace bus shelters. The Commission decided to continue pursuing the idea of installing bus shelters in Sky Harbor Business Park. Staff also went over the business visit/survey program with the Commission, which the Commission will begin in the next couple of weeks. The next regular Commission meeting is scheduled for March 24.

### YOUTH COMMISSION QUIZ BOWL 2015

On Thursday, February 26, eighth graders from Field Middle School, Maple Junior High, Northbrook Junior High, St. Norbert's and Wood Oaks Junior High gathered in the Board Room for an evening of fun, refreshment and scholastic competition. The team from Northbrook Junior High edged out the team from Maple in a narrow final round win to take home the prestigious plaque. While NBJH has the bragging rights for now, surely all of our junior high principals are thinking about next year's rematch. The event is currently being aired on NCTV Cable Channel 17 daily at 7am and 3pm. Congratulations and thanks to all who participated!

### COMMUNITY RELATIONS COMMISSION HITS HOMERUN AT ANNUAL BLACK HISTORY MONTH CELEBRATION

On Saturday, February 21, the Community Relations Commission held its 14<sup>th</sup> annual Black History Month Celebration at the North Suburban YMCA. This year's event, titled "*Baseball, Values and the Jackie Robinson West Little League Team*", celebrated Black athletes and their contributions to America's favorite pastime, baseball. The event featured a baseball-themed lunch, a multimedia presentation highlighting Black History and the contributions of several notable Black baseball players, and concluded with a question and answer session with the Jackie Robinson West little league team. Trustee Bob Israel, pictured with YMCA Director Howard Schultz and Northbrook Community Relations Commission Chairman Ray Wehr, welcomed the attendees.



The event was well attended and very well received by the residents of Northbrook and many surrounding communities. The event was covered by the Channel 5 and Channel 2 News. Additional Media Coverage of the event included the Daily Herald, Northbrook Star, Northbrook Tower, Chicago Tribune, and WBBM-AM. More importantly, the success of this event demonstrated that Northbrook supports diversity, understanding, mutual respect, and the contributions Black Americans have made to society. The event also afforded an opportunity for our youth to celebrate the commonalities among all people regardless of race or other differences.



Chairman Wehr and the members of the Community Relations Commission would like to thank the incredible efforts of Rochelle Singer and the Black History Month Subcommittee members, Howard Schultz and the staff at the North Suburban YMCA, and the Village Board for their continuous support of this event and the Community Relations Commission.

WELCOME POLICE OFFICER MATT PLACEK

The Village of Northbrook welcomes Matthew Placek to the Northbrook Police Department. Matt comes to Northbrook from the Glendale Heights Police Department where he has served since December, 2013. Matt will be sworn in on Monday, March 2 at 10:30am at Village Hall and will begin his Department orientation and Field Training next week. Please join us in welcoming Matt to the Village of Northbrook.

SCHOOL LOCK DOWN DRILL

On Thursday, February 26, School Liaison Officer Roscoe and Police Department personnel observed a School Safety lockdown drill at Wescott School. The Police Department representatives provided feedback on the drill, discussed the reasons for lockdowns and what may be expected in terms of police response. Such mock lockdown drills are held periodically with all schools in Northbrook.

FIRE DEPARTMENT AND PUBLIC WORKS STAFF RECEIVE SECURITY TRAINING

During the week of February 23, Public Works and Fire Department staff participated in an interactive lecture by security expert Paul Timm of RETA Security. The lecture offered insight on situational awareness, facility security dos-and-don'ts, escalating encounters and managing an active shooter or other aggressive threat.

SKOKIE BOULEVARD SANITARY SEWER IMPROVEMENTS

Advanced notification message boards were installed this week on the north and south limits of the project to warn motorists of the upcoming utility work. The project is scheduled to begin on Monday, March 2 with the Contractor preparing the work site for the installation of the sewer from Dundee Road to the 500 Skokie Boulevard Building. Construction is expected to be complete by the end of July 2015.

During the construction, Skokie Boulevard between approximately Sunset Ridge Road and the 1500 block of Skokie Boulevard will be reduced to one lane in each direction. Southbound Skokie Boulevard between Dundee Road and Henrici Drive will be reduced to one lane. Access to businesses along Skokie Boulevard will be maintained during construction.

The Skokie Boulevard sanitary sewer improvements includes construction of a new sewer to ensure there is sufficient capacity in the sanitary sewer system serving this corridor and to eliminate deficiencies in the pipe. More information on the project and the traffic patterns during construction is available on the Village website at: <http://northbrook.il.us/index.aspx?page=688>.

SNOW AND ICE CONTROL OPERATIONS

This week, Public Works crews responded to a winter weather event on Wednesday, February 25. Crews began the salting operation on Wednesday afternoon and transitioned into a full plow by 3:00am on Thursday, February 26. In total, the Village received 5 inches of snow from this event. Public Works crews remain prepared as forecasts call for an additional 1 to 3 inches of snow on Sunday, March 1 and again on Tuesday, March 3.

**Correction to Leadership Northbrook Briefing Item from February 20, 2015:**

Please note the correct title for Eugene Dabrowski is **Water Plant Technical Supervisor**.

**WEEK OF March 2, 2015**

<b>MON.</b>	<b>3/2</b>		<b>No Meetings</b>
<b>TUES.</b>	<b>3/3</b>	6:30 p.m.	CRC Asian Heritage Subcommittee – NS YMCA
		7:30 p.m.	Plan Commission – Board Room
<b>WED.</b>	<b>3/4</b>		<b>No Meetings</b>

**THURS. 3/5** 7:00 p.m. Community Relations Commission – Board Room  
7:00 p.m. Arts Commission – Terrace Room

**FRI. 3/6**

**No Meetings**

**SUN: 3/8**

**Daylight Savings Starts**

