



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: February 12, 2016

SUBJECT: STAFF BRIEFING

WEEK OF February 8, 2016

VILLAGE HALL CLOSED TO THE PUBLIC ON MONDAY

Please note the Village Hall will be closed to the public on President's Day, Monday, February 15. Village staff will be participating in their annual "Village Hall Clean-up Day."

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, February 8. The Board approved President Frum's appointments of Marsha Schwartz to the Arts Commission and Christine Beeftink to the Community Relations Commission. The Board also approved a number of resolutions and ordinances, including an agreement with Microsystems Inc., the purchase of professional services for a virtual desktop initiative, the approval of the annual Motor Fuel Tax (MFT) Program Funding Appropriation, the purchase of water meters and water meter connections, amendments to a final plat of subdivision for the 3525 Walters Avenue, a special permit approval for medical office facilities at MeadowPark (1101-1131 Techny), and a request for consideration of a supplemental contribution to Youth Services of Glenview/Northbrook (YSGN).

Under Planning & Zoning, the Board held a Public Hearing and approved a pre-annexation agreement for 3674 Oak Avenue. The Board also heard three preliminary reviews. The Board directed staff to prepare approval documents for a request by 990 Skokie Boulevard for a plat amendment regarding utility line burial. A request for a UBS wall sign at 5 Revere Drive and a request from Noggin Builders, 3000 Dundee Road for business expansion and relocation, were both referred to the Plan Commission.

The next Regular Board of Trustees meeting will be Tuesday, February 23.

FEBRUARY 11 ACC MEETING

The Northbrook Architectural Control Commission (ACC) held their regular meeting on Thursday, February 11. The Commission reviewed and approved the elevations for two new single family homes in the central area of the Village:

- 2440 Illinois Road (R-5 District) – Aspect Design, Inc., architect
- 2211 Center Avenue (R-5 District) – Clifford Town, architect

The Commission also discussed their work program for the upcoming year. The ACC agreed that developing a solution for FAR limit issues on existing single family homes was particularly important.

COMMUNITY RELATIONS COMMISSION MEETING

The Community Relations Commission held its regular meeting on Thursday, February 11. The Commission heard a presentation by Nancy Vaccaro, Director of Counseling Services for the Northbrook Police Department, on the division's programs and services. Additionally, the Commission discussed plans for the upcoming Celebration of Culture and Welcome to Northbrook events. The next regular meeting will be held Thursday, March 3 at the Northbrook Public Library.

LEADERSHIP NORTHBROOK LEARNS ABOUT PUBLIC SAFETY AND THE WATER PLANT

On Friday, February 12, about two dozen participants of the Northbrook Chamber's *Leadership Northbrook* program were greeted by Chief Wernick at the Police Department. The group viewed a short presentation depicting the Police Department structure and learned about our public safety services. The participants toured the police station, then proceeded to Fire Department Headquarters and finished with a tour of the Northbrook Water Filtration Plant. (Pictured right: Northbrook Fire Department Deputy Chief Tim Smeltzer explained the fire rescue gear and equipment as he suited up Northbrook Park District Communications Supervisor Joy Stuart.)



POLICE DEPARTMENT ACTIVITIES

Northbrook's Major Crash Assistance Team was called out on Friday, February 5, at 11pm to investigate a traffic crash involving the fatality of a pedestrian. The accident occurred in the 400 block of 10th Street in Wilmette.

On Tuesday, February 9, Community Relations Supervisor Dan Petka and the principals from Wood Oaks, Hickory Point and Shabonee schools, along with School District 27 Facilities Manager, attended the School District 27 First Responder Meeting at Wood Oak Jr. High.

SCHOOL LOCK DOWN DRILL

On Wednesday, February 10, School Liaison Detectives Roscoe and Drewes participated in a School Safety lockdown drill at Westcott School. The drill was facilitated by Principal Chris Brown. The Police Department representatives explained the lock down exercises and discussed the reasons for lockdowns as well as what can or might be expected in terms of police response. Such mock lockdown drills are held periodically with all schools in Northbrook.

VILLAGE TREE TRIMMING PROGRAM

Next week, the tree trimming crew will resume trimming on Woodlawn Road and work towards Farnsworth Lane.

NICOR GAS MAIN REPLACEMENT

Nicor continues to connect services to the new gas main in the area bounded by Pflugsten, Walters, Western and Dundee. They also continued the cleaning and restoration process following the connection of new services. Residents with questions on landscaping restoration should contact Nicor at 1-800-730-6114, ext. 4. Residents with questions about the project can contact Nicor at 630-816-5673.

WESCOTT PARK STORMWATER PROJECT – VILLAGE TO HOST OPEN HOUSE FEBRUARY 16

The Village of Northbrook is hosting an open house prior to the beginning of construction on the Westcott Park Project in order to explain the construction plan and answer any questions. The Public Information Open House will take place at Village Hall Board Room, 1225 Cedar Lane on February 16 from 4pm to 7pm. For more information about the project please visit www.wescottparkproject.com.

LIVE SHOP DINE NORTHBROOK

Valentine’s Day is Sunday, February 14. Remember to think NORTHBROOK for your special shopping and dining plans. Visit www.liveshopdinenorthbrook.org and click on “Hot Deals” for local promotions.

WEEK OF February 15, 2016

MON.	2/15	All Day	President’s Day – Clean-up Day – <i>Village Hall closed to Public</i>
TUES.	2/16	4-7 p.m.	Wescott Stormwater Facility Public Meeting – Board Room
		7:30 p.m.	Plan Commission - Board Room
		7:30 p.m.	Committee of the Whole - Cancelled
WED.	2/17	7:00 p.m.	Youth Commission – Terrace Room
THURS.	2/18	7:00 p.m.	EQC – Shermer Study
FRI.	2/19		No Meetings