



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff  
**COPY:** Village President & Board of Trustees – Department Heads  
**FROM:** Richard Nahrstadt, Village Manager  
**DATE:** December 16, 2016  
**SUBJECT:** STAFF BRIEFING

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## WEEK December 12, 2016

### BOARD OF TRUSTEES REGULAR BOARD MEETING

On Tuesday, December 13, the Village Board held its regular meeting. At the meeting, the Village Board recognized RED Center Alarm Operator Marc Quattrocchi for his outstanding service in saving a life and Kay Stein for her eight years of service on the Youth Commission. The Village Board also held a public hearing on the 2016 property tax levy and subsequently approved the levy.

Under the Consent Agenda, the Village Board approved a number of ordinances and resolutions for a variety of items including a contract for the 2017 Fourth of July fireworks display, an agreement for sanitary sewer lining with Insituform Technologies, the renewal of a management services agreement with Lexipol, LLC and an ordinance granting a Level III Design Review Permit for Signage, Awnings and Lights for Jar Bar (1350 Shermer Road).

Under Planning & Zoning, the Board reviewed and approved a revised redevelopment agreement for 1000 Skokie Boulevard.

The next Village Board meeting will be held on Tuesday, January 10, at 7:30pm at Village Hall.

### VILLAGE BOARD PUBLIC WORKS COMMITTEE MEETING

On Tuesday, December 13, the Village Board's Public Works Committee held a meeting. The Committee reviewed the water utility's completed, current, and upcoming projects, as well as water consumption trends and projections. The Public Works Committee also reviewed the financial outlook for the fund including the year-end actuals for FY 2015/16 and looking forward through FY 2024/25.

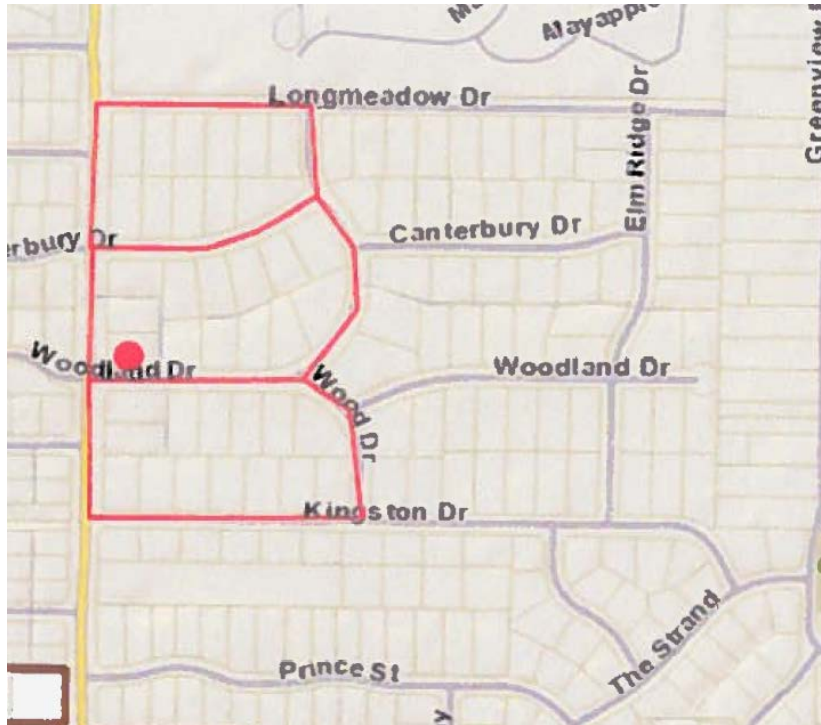
### ENVIRONMENTAL QUALITY COMMISSION

The Environmental Quality Commission held its regular meeting on Thursday, December 15. The Commission discussed the status of the proposed Amtrak Hiawatha service increase project and began the planning process for Earth Day. The Commission also discussed implementing a Green Building Award and a Heritage Tree Program. The next Environmental Quality Commission meeting will be held on Thursday, January 19, at 7pm.

### PARKWAY TREE TRIMMING PROGRAM

Each year, the Village of Northbrook trims parkway trees using contractual assistance. Tree trimming helps to prevent unnecessary damage during storms and protects pedestrians and motorists from low hanging branches, promotes the health of the tree, and ensures that the tree is aesthetically pleasing.

Trees are trimmed during their dormant periods, approximately between October and April, to minimize trauma to the tree. This week, tree trimming continued south of Willow Road along Cobblewood Drive, Brian Drive, Quail Lane and Greenwood Road. Due to the holiday season, tree trimming has stopped and will resume along Brian, Quail, and Cobblewood after the first of the year. When trimming along these streets are completed the contractor will complete the section identified in the map below.



#### POLICE NEWS

Congratulations to Police Sergeant Matt Szymanski who graduated from the Northwestern University Center for Public Safety School of Police Staff and Command Class on Friday, December 9. This ten-week course covered matters relating to the supervision and management of police operations.

#### CROSSING GUARD ANNUAL APPRECIATION CELEBRATION

On Tuesday, December 13, the Police Department held its annual appreciation luncheon for the Northbrook Schools Crossing Guards. Twenty-four guards attended the luncheon where they reviewed proper safety procedures for crossing children. The Village congratulates and thanks all the crossing guards for their service to the community.



WINTER STORM – DECEMBER 10, 11 AND 12

Beginning Saturday, December 10, and continuing through Monday, December 12, Public Works crews responded to a winter weather event. The first wave of snow began Saturday evening with salting operations commencing at 5:30pm. Crews transitioned into a full plow operation at 5:00am on Sunday morning and completed the plowing operation by noon. The second wave of snow began at 1:00pm on Sunday and continued until 10:00pm. The second full plow event was completed around 2:00am Monday morning. In total, approximately eight inches of snow fell between the two events with 318 tons of salt utilized. As a reminder, Northbrook’s on-street parking ban is in effect when there is 2 inches or more of snow. Vehicles parked on the street are a safety obstruction that will delay the removal of snow from Village roadways and will be ticketed and/or towed. Parking on the street may resume after plowing operations have been completed. The Public Works crew appreciates your cooperation!

SKOKIE VALLEY TRAIL PUBLIC MEETING

On Wednesday, December 14, staff from Christopher B. Burke Engineering and the Village hosted a Public Meeting for the proposed Skokie Valley Trail extension. Approximately 45 people attended the meeting to view the route alignments, cross-sections, project cost, construction schedule and grant funding opportunities. The attendees had the opportunity to view displays, speak with staff, and leave comments. Comment forms will be accepted until Friday, January 13, 2017 and will be available on the Village’s website at [www.northbrook.il.us/SkokieTrail](http://www.northbrook.il.us/SkokieTrail)



Week of December 19, 2016

<b>MON:</b>	<b>12/19</b>		<b>No Meetings</b>
<b>TUES.</b>	<b>12/20</b>	7:30 p.m.	Plan Commission – Board Room
		7:30 p.m.	Committee of the Whole - <b>Cancelled</b>
<b>WED.</b>	<b>12/21</b>	7:00 p.m.	Youth Commission - <b>Cancelled</b>
<b>THURS.</b>	<b>12/22</b>		<b>No Meetings</b>
<b>FRI.</b>	<b>12/23</b>		<b>No Meetings</b>
<b>SAT.</b>	<b>12/24</b>		<b>Hanukkah begins (thru 1/1/17)</b>
<b>SUN.</b>	<b>12/25</b>		<b>Christmas</b>
<b>MON.</b>	<b>12/26</b>		<b>Village Hall Closed Christmas Day Observed</b>
<b>TUES.</b>	<b>12/27</b>		<b>Kwanza begins (thru 1/1/17)</b>