



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

**COPY:** Village President & Board of Trustees – Department Heads

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** November 4, 2016

**SUBJECT:** STAFF BRIEFING

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## WEEK October 31, 2016

### PLAN COMMISSION MEETING

At its Tuesday, November 1, regular meeting, the Plan Commission reviewed an application by 40 Skokie Property LLC to allow a Zoning Code Text amendment and special permit for additional business name plates to be installed on an existing multi-tenant ground sign taller than eight feet in height at 40 Skokie Boulevard. The Commission recommended approval of this application, which will be forwarded to the Village Board for final approval.

The next Commission meeting is scheduled for December 6, 2016.

### COMMUNITY RELATIONS COMMISSION MEETING

The Community Relations Commission held its regular meeting on Thursday, November 3, at the Northbrook Public Library. The Commission heard a presentation by Community Relations Supervisor Dan Petka, reviewed the status of several items and discussed upcoming plans for both the Northbrook Cares project and 2017 Celebration of Cultures. The Commission's next meeting will be held on Thursday, December 1, at 7pm in the Pollak Room at the Northbrook Public Library.

### EARLY VOTING CONTINUES AT NORTHBROOK VILLAGE HALL

Early voting continues at Village Hall through Monday, November 7. The hours for voting are Saturday, November 5 from 9am to 5pm; Sunday, November 6 from 9am to 3pm; and on Monday, November 7 from 9am to 5pm. On Election Day (Tuesday, November 8), the polls are open from 6am to 7pm. To check your polling place or to vote and register at the same time, visit [www.cookcountyclerk.com](http://www.cookcountyclerk.com) or call 312/603-0906 for more information.

### MCAT CALL-OUT

On Saturday, October 29, the Wilmette Police Department requested a Major Crash Assistance Team (MCAT) call-out to investigate a one-vehicle crash into a tree involving a fatality. The crash occurred at the intersection of Lake Avenue and Manor. Northbrook's MCAT representative responded to assist Wilmette with the case.

## COMMUNITY RELATIONS

On Friday, October 28, Community Relations Supervisor Dan Petka conducted a tour of the Police Station for a group of 12 third-grade Boy Scouts from Greenbriar School, their Group Leader and three parents. The group enjoyed the tour and was particularly interested in the squad cars and vehicle equipment.

On Thursday, November 3, Detectives Fainman and Meents presented to a group of parents at Glenbrook Hospital as part of a joint event hosted by the Glenbrook Northbrook Coalition for Youth (GNCY). The purpose of the event was to educate parents on how to understand social media in their child's world and how to provide a safe and healthy environment for kids. The presentation focused on social media, internet, and cellular phone safety for parents and kids in today's technology-driven society. The event was open and free to the community.

## WESCOTT PARK PROJECT UPDATE AND RIBBON CUTTING CEREMONY

Work continued on the Wescott Park Project this week. As part of the final stage of restoration on the park property, crews placed sod and additional trees and shrubs. All roadway construction work was also completed. Next week, crews will finalize restoration at the park site.

Representatives of the Village of Northbrook, Northbrook Park District and the Metropolitan Water Reclamation District of Greater Chicago, will celebrate with a ribbon-cutting at the park on Tuesday, November 15, at 10am. Residents are invited to attend to commemorate the success of this unique project.

## NORTHBROOK EAST STORMWATER PROJECT

Work continues on the Northbrook East stormwater project. This week, crews installed plantings in the basin bottom and completed final restoration of resident yards. Next week, the contractor will continue grading the ditch along Sunset Ridge Road and repairing portions of the bike path. For more information on the project, please visit the project website at: [www.northbrookeaststormproject.com](http://www.northbrookeaststormproject.com).

## FAIR LANE STREAMBANK RESTORATION

As part of a streambank rehabilitation project, the Metropolitan Water Reclamation District of Chicago (MWRD) has contracted with Pan-Oceanic Engineering to remove large trees, install a block retaining wall and restore landscaping along the West Fork of the North Branch of the Chicago River near 844-850 Fair Lane. In the upcoming weeks, weather permitting, Pan-Oceanic will be removing the temporary blocks used for this project, complete additional reinforcement, and install the permanent blocks along the river.

## FALL TREE PLANTING

Crews will be completing the 2016 Fall Planting program this week with workers planting the last trees on Friday, November 4, and final mulching on Saturday, November 5. This year, 276 trees were installed during the Fall Tree Planting program.

## TWO-ZONE WATER DISTRIBUTION SYSTEM IMPLEMENTATION UPDATE

This week, staff met with consulting engineers, to discuss current progress on the two-zone water distribution system project. During the meeting, the group reviewed statistics and models for the two-zone system and discussed the new pumps proposed for the West Side Reservoir. The first phase of engineering will be complete in mid-December, with final design and bidding anticipated to be complete by June 2017. Construction of the project is expected to start in September 2017.

### HOLIDAY LIGHTING

The Village's contractor, Kinnucan Tree Experts, will begin installing holiday lights on trees throughout Northbrook's Central Business District next week. The holiday lights will be turned on the Wednesday before Thanksgiving and remain lit until early January. As a cost savings measure, the contractor will leave the light strands in the trees over the next year and will make any necessary adjustments prior to the 2017 holiday season.

### VETERANS DAY CEREMONY

School District 28 invites all community members to attend the Veterans Day Ceremony presented by the American Legion Post #791 and the Veterans of Foreign Wars on Friday, November 11. The ceremony will be held at Northbrook Jr. High (1475 Maple) at 10:30am and include a Color Guard and a special performance by the Northbrook Jr. High Wind Ensemble. For those who cannot attend, School District 28 will be live-streaming the ceremony. To view the performance live, visit [www.district28.net](http://www.district28.net)

### DAYLIGHT SAVINGS TIME - TURN YOUR CLOCK BACK AND CHANGE SMOKE ALARM BATTERIES

Daylight Saving Time ends Sunday, November 6. Please remember to set your clocks back by one hour. The Northbrook Fire Department reminds residents that this is also the perfect time to change the batteries in your smoke alarms and carbon monoxide detectors, test the alarms and remind friends, family, neighbors and fellow community members to do the same. The National Fire Protection Association recommends replacing smoke and carbon monoxide detectors every 10 years so please consider doing so if you have older models in your home.

### TOUR ARTIST'S STUDIOS ON SATURDAY

The Northbrook Artists Open Studio Tour will be held on Saturday, November 5, from noon to 4pm. Four Northbrook Artists will open their local studios while others will showcase their art at the Northbrook Park District Leisure Center (3323 Walters Avenue). This event, presented by the Northbrook Arts Commission, is open to the public, free of charge. Artist's Studio location maps will be available at Northbrook Village Hall or download a map at [www.NorthbrookArts.org](http://www.NorthbrookArts.org). Maps will also be available at the Leisure Center (3323 Walters Avenue) on the day of the event.

Participants are also welcome to bike the tour. The Art Commission suggests starting your ride at the Northbrook Leisure Center.

### A MESSAGE FROM NORTHBROOK VILLAGE PRESIDENT SANDY FRUM

As the Chicago Cubs ended what was the longest championship drought in major American sports, I'd like to take this opportunity, on behalf of the Northbrook Board of Trustees, to congratulate the team, the management and the fans on this historic World Series win! After waiting over a century, I wish everyone a joyous and safe celebration. And in the words of the late Cubs Broadcaster Harry Caray, "Cubs win! Cubs win! Cubs win!"



**WEEK OF November 7, 2016**

SAT.	11/5	9am-5pm	EARLY VOTING
		Noon – 4pm	Artist’s Open Studios Tour
SUN.	11/6	9am-3pm	EARLY VOTING
MON:	11/7	9am-5pm	Last Day for EARLY VOTING
TUES.	11/8	6am-7pm	PRESIDENTIAL GENERAL ELECTION <i>Precincts 2 and 29 in the Board Room</i>
WED.	11/9	9:00 a.m.	Firefighter’s Pension Board – Shermer Study
		12:30 p.m.	Flag Raising Event –Solomon Schechter Day School
		7:00 p.m.	Bicycle Task Force - Terrace Room
THURS.	11/10		No Meetings
FRI.	11/11	10:30 a.m.	Veterans Day Services – Northbrook Jr. High School