



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: November 18, 2016

SUBJECT: STAFF BRIEFING

WEEK November 14, 2016

BOARD OF TRUSTEES SPECIAL MEETING

The Board of Trustees held a special meeting on Tuesday, November 15. At the meeting, the Board recognized Assistant to the Fire Chief Mark Ziebka for over 38 years of service to the Village and RED Center Executive Director Jim Clausen for over 35 years of service. Under the Manager's Report, the Board received the Comprehensive Annual Financial Report and Management Letter for the fiscal year ending April 30, 2016 and heard a presentation on the proposed Amtrak Hiawatha Service changes and their potential impact on the community. Additionally, under the President's Report, the Board approved appointments to the Arts and Environmental Quality Commissions and the 2017 Village calendar.

Under the Consent Agenda, the Village Board approved a number of resolutions and ordinances for a variety of items including contracts for website development, support and hosting; a three-year collective bargaining agreement with the Northbrook Police Association; the purchase of evidence lockers and four police vehicles; the purchase of water meters and connections; the purchase of a new microfilm reader and the replacement of generators at the Village's water facilities. Additionally, the Board approved a resolution expressing concern with the proposed Amtrak Hiawatha Service changes, an amendment to the Annual Fee Ordinance regarding parking regulations on Greenbriar Lane and all permissions needed for the location of a physical fitness facility at 1625 Shermer Road.

Under Planning & Zoning, the Board held public hearings on the annexations of 3904 and 3905 Oak Avenue and subsequently approved both pre-annexation agreements. Finally, the Board conducted preliminary reviews on requests to annex, rezone and subdivide property at 3065 Highland; approve a special permit to allow for wall sign modifications at 5 Revere and to rezone and re-subdivide property at 430 Dundee and 755 Skokie.

The next Village Board meeting will be held on Tuesday, December 13 at 7:30pm at Village Hall.

VILLAGE BOARD ADMINISTRATION & FINANCE COMMITTEE MEETING

On Tuesday, November 15, the Village Board's Administration & Finance Committee held a meeting. The Committee reviewed the Village's quarterly reports for the end of fiscal year 2015/2016 and the first quarter of fiscal year 2016/2017. Additionally, the Committee reviewed the draft Capital Improvement Plan for fiscal years 2018/2022 and the proposed property tax levy for 2016. The draft Capital Improvement Plan will be incorporated into the Village's proposed budget for fiscal year 2017/2018 and

is available on the Village's website at the following link:

<https://www.northbrook.il.us/index.aspx?page=160>. The Committee also made a recommendation on the 2016 property tax levy for the Village Board's consideration at its Tuesday, December 13 regular meeting.

BOARD PRESENTS TWO RETIREMENT RESOLUTIONS FOR LONG TIME EMPLOYEES

On Tuesday, November 15, the Village of Northbrook Board of Trustees recognized two long time employees: Assistant to the Fire Chief Mark Ziebka and Regional Emergency Dispatch (RED) Center Executive Director Jim Clausen. Ziebka worked for the Village for over 38 years and was largely responsible for much of the technology and programs used in the Fire Department today. Clausen worked at the RED Center for 35 years, beginning as a Communications Operator and later becoming Executive Director. Both Ziebka and Clausen made significant contributions to the Village of Northbrook and their dedication will truly be missed.



YOUTH COMMISSION

The Youth Commission held its regular meeting on Wednesday, November 16. At the meeting, the Commission discussed the upcoming Institute for Civility Training, which will be held on Sunday, December 11 from noon to 4pm at Village Hall. The Commission also discussed topics for the upcoming Youth Forum it plans to hold in the spring. The next meeting of the Commission is scheduled for Wednesday, January 25.

ENVIRONMENTAL QUALITY COMMISSION

The Environmental Quality Commission held its regular meeting on Thursday, November 17. The Commission reviewed plans for the Monarch Project. Additionally, the Commission discussed the status of the proposed Amtrak Hiawatha Service project. A standing water concern at 3105 Walters Avenue was directed to the Stormwater Management Commission. The Commission also discussed the possible implementation of a Green Building Award and a heritage tree program. The next meeting of the Environmental Quality Commission is scheduled for Thursday, December 15.

AMTRAK HIAWATHA SERVICE LINE UPDATE

On Tuesday, November 15, the Village Board approved a resolution expressing concerns with the design alternatives presented in the Environmental Assessment (EA) for the proposed changes to the Amtrak Hiawatha Service. As part of the resolution, the Village joined the Villages of Glenview, Deerfield and Bannockburn as well as the City of Lake Forest in calling for further study of the project to determine its impacts as well as an extension of the public comment period. On Thursday, November 17, the Village received notice that the public comment period for the EA would be extended 60 days to Sunday, January 15, 2017. The Village has placed an item on its website discussing the project and providing ways for interested residents and businesses to get more information and comment on the project. Please visit the Village's website at the following link for more information:

<https://www.northbrook.il.us/index.aspx?page=27&recordid=685&returnURL=%2findex.aspx>

POLICE DEPARTMENT UPDATE

On Tuesday, November 15, Community Relations personnel and Fire Department representatives delivered a presentation at Bright Horizons on Techny Road for approximately 35 to 40 two- to four-year-old children. The preschool children viewed equipment and a squad car used by Police Officers. The Fire Department also brought a fire engine and explained firefighting methods and fire prevention measures.

On Thursday, November 17, Northbrook's Major Crash Assistance Team representatives responded to a multi-injury accident involving an over-turned semi- tractor at Golf Road and Tripp Avenue in Skokie.

FIRE DEPARTMENT STAFF PARTICIPATES IN COMMUNITY OUTREACH EVENT

On Saturday, November 12, members of the Fire Department partnered with employees of Underwriters Laboratories in a volunteer effort for Hunger Resource Network <http://www.hungerresourcenetwork.org/>. The volunteers unloaded 126,000 pounds of frozen chicken from two semi-trucks and packed about 500 pounds of chicken into each waiting vehicle for distribution to Chicagoland area shelters, soup kitchens, and churches. Hunger Resource Network is a Northbrook based 501(c)(3) all volunteer organization founded by former Northbrook Firefighter Dan Jariabka.



RIBBON CUTTING TO COMMEMORATE UNIQUE PARK FACILITY TO PREVENT FLOODING

On Tuesday, November 15, approximately 70 attendees gathered for a brief ceremony and ribbon cutting at Wescott Park to commemorate the completion of the Wescott Park Stormwater Storage Facility. Designed to alleviate flooding in and around the park, this \$9.65 million project will improve park grounds while also shielding homes in the Sunset Fields subdivision in Northbrook from future stormwater and flooding issues. This new Wescott Park Stormwater Facility will provide 7.5 million gallons of much-needed storage capacity, equivalent to more than 11 Olympic-sized swimming pools. The project consists of a new storm sewer along Farnsworth to supplement the existing sewer, as well as construction of a stormwater chamber underneath the north half of the park. The park includes a ball field, bike path, landscaping and nearly 70 new trees and 50 shrubs. Among the attendees were representatives from the Village, Northbrook Park District, the Metropolitan Water Reclamation District, School District 30 and the Stormwater Management Commission. A group of about 20 students from Wescott School also attended.



NORTHBROOK EAST STORMWATER PROJECT

This week, crews patched the bike path and installed asphalt overlay in patched areas. Grading was completed on the ditch along Sunset Ridge Road. Plants were installed in the bottom of the basin and

final restoration of resident yards was also completed. With the completion of this work, the project is now substantially complete. For more information on the project, please visit the project website at: 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. This week, work continued on this project. MWRD's contractor anticipates completing the retention wall during the week of November 21. The contractor will then be working on back filling the wall and restoration.

SNOW AND ICE CONTROL OPERATIONS

As the snow season nears, Public Works has been preparing for the coming winter season. Salt spreaders have been added to dump trucks and calibrated, and the Village's plow equipment have been checked and serviced to ensure it is ready for the coming year. Additionally, Public Works has held its annual snow and ice control meeting for plow drivers to review policies and procedures as well as any changes in the routes. For more information on snow plowing, please visit the Village's website at the following link: <https://www.northbrook.il.us/index.aspx?page=290>

DUNDEE ROAD INTERSECTION IMPROVEMENTS

The Illinois Department of Transportation (IDOT) has informed the Village that they anticipate completing the intersection improvement projects at Dundee and Landwehr and Dundee and Pfingsten in the spring of 2017. In order to prepare the construction area for the winter season, IDOT has committed to completing the following items this year: paving the turn lanes to provide an even surface where needed so that there are no depressions in the pavement over the winter, moving the structures in the right-of-way that cannot be installed offsite, creating temporary striping, repairing potholes, constructing a temporary sidewalk and eliminating any tripping hazards.

WEEK OF November 21, 2016

MON:	11/21		No Meetings
TUES.	11/22	7:30 a.m.	ICDC – Cancelled
		7:30 p.m.	Regular Meeting of the Board of Trustees – Cancelled
WED.	11/23		No Meetings
THURS.	11/24		Thanksgiving –Village Hall Closed
FRI.	11/25		Day after Thanksgiving – Village Hall Closed

