



---

# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** March 17, 2017

**SUBJECT:** STAFF BRIEFING

---

## WEEK OF March 13, 2017

### BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held its regular meeting on Tuesday, March 14. At the meeting, the Village Board approved a number of resolutions and ordinances for items including contracts for cemetery landscape maintenance and burial related services; the treatment of parkway ash trees; material testing services; and the 2017 asphalt street rehabilitation and sidewalk replacement program, as well as a special permit for signage at 1500 Skokie (Spark Hire) and a design permit for signage, awnings and exterior lighting at 1349 Shermer (Lucky Fish Restaurant).

Under Planning & Zoning, the Board approved a zoning text amendment and a special permit for a transitional service facility at 1620 Sunset Ridge Road. The Board also heard a status update regarding the Children's Learning Adventure facility proposed as part of the Life Time Fitness mixed use development project at 1000 Skokie Boulevard. The Board directed staff to prepare documents to repeal the special permit for Children's Learning Adventure facility component of the development.

Under Public Works, staff reviewed guidelines on regulating small cell antennas in the public rights-of-way and discussed a draft ordinance, which will be presented to the Board at the next meeting.

The next Regular Board of Trustees meeting will be held on Tuesday, April 25, 2017.

### ENVIRONMENTAL QUALITY COMMISSION

The Environmental Quality Commission held its regular meeting on Thursday, March 16. The Commission continued the planning process for the Earth and Arbor Day Celebration on Saturday, April 22. The Commission also continued work on developing a Green Business Award. The next meeting of the Commission is scheduled for Thursday, April 20.

### POLICE ACTIVITY

On Tuesday, March 12, at 11:30 p.m., Northbrook's representative to the Northern Illinois Police Alarm System (NIPAS) Emergency Services Team responded for a report of an armed, barricaded subject in Round Lake Beach. Prior to the arrival of the NIPAS team, all other occupants of the residence were able to escape. NIPAS Operators made entry to the residence and took the subject into custody. The subject and residence were turned over to the Round Lake Beach Police Department.

### LONE TREE WATER MAIN PROJECT

This week, the Village's contractor continued installing an eight-inch water main on Tamarind Drive and Huehl Road. Next week, pressure testing and chlorination of these new water mains will begin. Following chlorination of the mains, residential service lines will be installed on the new water mains.

### DUNDEE ROAD INTERSECTION IMPROVEMENTS

Last year, the Illinois Department of Transportation (IDOT) began improvement work at the intersections of Dundee Road at Pfingsten and Landwehr Roads. The work was suspended during the winter season but this week crews resumed storm sewer replacement adjacent to the curb lane of northbound Pfingsten Road. This lane will be temporarily closed until the work is finished. Once crews complete the northbound curb lane, they will close the southbound curb lane to complete work on that side. Traffic signal improvements also began at both intersections on Thursday and staff anticipates the intersections will be completed by May.

### NORTHBROOK AWARDED TREE CITY USA FOR THE 23<sup>RD</sup> CONSECUTIVE YEAR

For the 23<sup>rd</sup> consecutive year, the Village of Northbrook has been named a Tree City USA community and for the 17<sup>th</sup> year, the Village has received the Growth Award. The Tree City USA program is administered by the Arbor Day Foundation and recognizes communities that meet standards of sound urban forestry management. The Growth Award highlights innovative programs and projects as well as increased commitment of resources for urban forestry.



### WINTER WEATHER EVENT – MARCH 13 AND 14

On Monday, March 13, and Tuesday, March 14, the Chicagoland area experienced a prolonged winter weather event. The first wave of snow began Monday morning with salting operations commencing at 1:00 a.m. Crews transitioned into a full plow by 7:00 a.m. with a total of three and a half inches of snow falling. Beginning at approximately 10:30 p.m., Monday, and continuing into Tuesday morning, the Village received approximately five additional inches of snow, for a total of 8.5 inches between Monday and Tuesday. Crews worked on plowing ensuring that streets were clear curb to curb, scraping the blowing snow off roads, and treating our roadways with salt all day Tuesday. A total of 328 tons of salt were utilized over the length of the storm response.

### FIRE DEPARTMENT REPORT

This week, the Public Education team from the Fire Department made several presentations in the community. On Monday, staff presented a session on "Handling Office Emergencies" to 25 Walgreens employees as part of their ongoing corporate Team Building series of events. The effort was combined with the Asset Protection Division to educate the associates on how to help co-workers and responding Fire Dept personnel during a medical or fire emergency. On Thursday, approximately 120 students participated in The Cove School's Annual Career Day, and learned about "A Day in the Life of Northbrook Firefighter" as well participated in tours of a Fire Engine and Ambulance. The Fire Dept appreciates these ongoing partnerships throughout the community!

**WEEK OF March 20, 2017**

<b>MON.</b>	<b>3/20</b>		<b>Vernal Equinox – First Day of Spring</b>
			<b>9am-5pm Early Voting starts &amp; Grace Period Registration (thru April 3) – Board Room</b>
		7:30 p.m.	ZBA - <b>Canceled</b>
<b>TUES.</b>	<b>3/21</b>	<b>9am-5pm</b>	<b>Early Voting/Grace period Registration (thru April 3) – Board Room</b>
		6:30 p.m.	Administration & Finance Committee Budget Workshop – Terrace Room
		To follow A&F	Special Meeting of the Board of Trustees – Board Room
		7:00 p.m.	Rescheduled Youth Commission Meeting – DPS Conference Room
		7:30 p.m.	Plan Commission Meeting – <b>Canceled</b>
<b>WED.</b>	<b>3/22</b>	7:30 a.m.	Ad Hoc Labor Relations Committee Meeting – Terrace Room
		<b>9am-5pm</b>	<b>Early Voting/Grace Period Registration (thru April 3) – Board Room</b>
<b>THURS.</b>	<b>3/23</b>	<b>9am-5pm</b>	<b>Early Voting/Grace Period Registration (thru April 3) – Board Room</b>
<b>FRI.</b>	<b>3/24</b>	<b>9am-5pm</b>	<b>Early Voting/Grace Period Registration (thru April 3) – Board Room</b>
<b>SAT.</b>	<b>3/25</b>	<b>9am-5pm</b>	<b>Early Voting/Grace Period Registration (thru April 3) – Board Room</b>