

## MEMORANDUM

**TO:** STAFF

**COPY:** VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** March 27, 2015

**RE:** STAFF BRIEFING

### WEEK OF March 23, 2015

#### BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, March 24. President Frum presented the Glenbrook North Varsity Hockey Team with a congratulatory Proclamation honoring their State Championship win over Benet Academy on March 22. The team members and coaches in attendance received a well-deserved standing ovation for their victory. The Board also presented a Proclamation naming the month of April Fair Housing Month. The Board approved a number of resolutions and ordinances, including authorizing



membership for the Village in the Illinois Municipal League, approving a contract for the provision of electricity for the Village's electricity aggregation program, authorizing a contract with Schroeder Asphalt Services for Lorenz Drive, Walters Avenue/Cedar Lane Intersection and Public Works parking lot and storage yard improvements, authorizing a contract for engineering design services for infrastructure and streetscape improvements, and amending the Northbrook Municipal Code regarding the re-adoption of building and construction regulations and creating the Department of Development and Planning Services.

Under Planning & Zoning, the Board held two preliminary reviews including a request for approval of zoning relief to allow a self-storage facility and drive-through facility accessory to either a retailer, restaurant, or financial institution on the property located at 4201 Lake Cook Road and also a request for a Zoning Code Text Amendment to allow wall signs in excess of the C-3 Central Business District height limitation of 20' located for the property located at 1330 Shermer Road.

The next Regular Board of Trustees meeting will be April 14, 2015.

#### PUBLIC WORKS COMMITTEE

On March 24, the Public Works Committee met to discuss the current Village policy related to the requirement that developers of subdivisions must bury "any and all" overhead utility lines. The Subdivision Code allows the Board of Trustees to waive the requirement that utility lines be buried, and in 2001 the Code was amended to allow the Village to collect a fee in lieu for granting such a waiver.

The Committee discussed the pros and cons of burying overhead utility lines and potential areas in the Village where utility line burial would be most advantageous. -The discussion was continued to a future Committee meeting.

#### CITIZEN POLICE ACADEMY

On Wednesday, March 25, the Police Department began their annual session of the Citizen Police Academy, which is held on ten consecutive Wednesdays. The program offers a behind-the-scenes look at police work, focusing on topics such as police patrol functions and duties, criminal investigations and procedures, emergency 911 Communications Center, collection of evidence at crime scenes, police canine techniques, animal control, defensive tactics, use of force, and a ride-along with a Police Officer. The ultimate goal of this program is to strengthen the partnership between the Police Department and the community. Chief Wernick welcomed the group and gave opening remarks.



#### GLENBROOK NORTH HIGH SCHOOL BUSINESS LAW OFFICER CLASS PRESENTATION

Officers Matt Szymanski and John Seiler addressed the Business Law students on Wednesday, March 25. The class was recently discussing the Bill of Rights, including the Fourth Amendment regarding searches and seizures. The law enforcement veterans compared and contrasted the rights one has in public versus the rights one has at school.

#### SKOKIE BOULEVARD SANITARY SEWER PROJECT

Bolder Contractors is currently in the process of finishing the installation of approximately 1,650 of the 12” sanitary sewer and 12 manholes, north of Dundee Road on Skokie Boulevard. The contractor is scheduled to begin concrete patching of the pavement on the north end of the project next week and commence work on the work south of Sunset Ridge the following week.

#### CENTRAL BUSINESS DISTRICT INFRASTRUCTURE AND STREETScape PROJECT

Baxter and Woodman, Inc., the engineering firm selected for the Central Business District (CBD) project, will be conducting a topographic survey in the CBD beginning next week. The project, which was identified in the Downtown Plan, provided a conceptual plan to increase on-street parking and improve access within the downtown for pedestrians and bicyclists. It also included the expansion of the streetscape components such as streetlights, benches, trash receptacles, and bike racks, to areas outside of the core of the Central Business district, specifically Shermer Road between Illinois Road and Walters Avenue and Church Street and Waukegan Road.

**ILLINOIS BONE AND JOINT INSTITUTE INJURY PREVENTION PROGRAM AT FIRE DEPARTMENT:**

Throughout February and March, Physical Therapists presented an educational program to firefighters and paramedics on the anatomy and physiology of commonly injured joints: such as the spine, knee and shoulder. Proper strengthening and fitness techniques were demonstrated to help prevent these kinds of injuries. The class was taught in conjunction with the Illinois Risk Management Agency's training for injury prevention.



**LOCAL PHOTOGRAPHERS ENCOURAGED TO SUBMIT PHOTOS OF NORTHBROOK**

The Village and the Northbrook Chamber are looking for photos that reflect life, as well as local business activities, in Northbrook. The photos may be used in the Chamber's Community Guide as well as the Village and Chamber newsletters and websites. Please send your high-resolution photos to [cheryl.fayne@northbrook.il.us](mailto:cheryl.fayne@northbrook.il.us) along with your name and contact information before April 10.

**WEEK OF March 30, 2015**

<b>MON.</b>	<b>3/30</b>		<b><i>SPRING BREAK Starts thru April 5<sup>th</sup></i></b>
		<b>9am-5pm</b>	<b>EARLY VOTING– Board Room</b>
<b>TUES.</b>	<b>3/31</b>	<b>9am-5pm</b>	<b>EARLY VOTING– Board Room/Shermer Study</b>
<b>WED.</b>	<b>4/1</b>	<b>9am-5pm</b>	<b>EARLY VOTING– Board Room</b>
<b>THURS.</b>	<b>4/2</b>	<b>9am-5pm</b>	<b>EARLY VOTING– Board Room/Shermer Study</b>
		7:00 p.m.	Arts Commission – <b>Cancelled, rescheduled to 4/9 at Library</b>
		7:00 p.m.	Community Relations Commission – Board Room
<b>FRI.</b>	<b>4/3</b>		<b>Good Friday</b>
			<b>Passover begins at Sundown</b>
		<b>9am-5pm</b>	<b>EARLY VOTING– Board Room</b>
<b>SAT.</b>	<b>4/4</b>	<b>9am-5pm</b>	<b><i>Last Day for</i> EARLY VOTING– Board Room</b>
<b>SUN.</b>	<b>4/5</b>		<b>Easter</b>
			<b>Orthodox Palm Sunday</b>