

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: May 29, 2015

RE: STAFF BRIEFING

WEEK OF May26, 2015

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, April 14. The Board presented a Proclamation recognizing the Northbrook Library's *Make It Month* and approved the reappointment of Tom Washburn to the Industrial and Commercial Development Commission. The Board approved a number of resolutions and ordinances, including recognizing Fred Paul for his years of service as an Environmental Quality Commissioner, the retirements of Police Sergeant Frank Scarpulla and Paid-on-Call Firefighter Graham Kinloch, authorizing the renewal of overhead door maintenance services, authorizing the execution of an agreement for the treatment of parkway Ash trees, approving an agreement for custodial maintenance services at certain village buildings, approving a first amendment to a lease with SprintCom, Inc., for 201 Huehl Road, approving the purchase of a cardiac monitor, approving the purchase of a mechanical CPR machine, authorizing the purchase of Firehouse software support/maintenance, approving the procurement of SCADA maintenance services, approving Subdivision and Development Agreement (Timber' Edge - 3895, 3925, 3955 Dundee Road), approving Final Plat of Subdivision and Granting a Variation for Right-Of-Way Width for Timber's Edge Subdivision (Timber's Edge -3895, 3925, 3955 Dundee Road), Granting Final Plan Approval and Variations for Setbacks (Timber's Edge - 3895, 3925, 3955 Dundee Road), granting a Level III Design Review Permit for a wall sign at 1330 Shermer Road, granting a Level III Design Review Permit for an awning at 1354 Shermer Road, and authorizing the purchase of a salt spreader.

Under Planning & Zoning, the Board will be scheduling a Planning & Zoning Committee Meeting to discuss the Affordable Unit Covenant for The Lodge on Founders. The Board also held three preliminary reviews including Proposed Zoning Code Amendments for the Downtown; a request by North Shore Catering & Events for approval of a special permit to allow a restaurant as an accessory to a catering facility located at 3100 Dundee Road in Suite 701; and a request for Approval of a Rezoning and Special Permit to allow a boat dealership with repair services and outdoor storage at 1804-1818 Skokie Boulevard. The Proposed Zoning Code Amendments for the Downtown were tabled until the full Board would be present for the discussion. The other two items were referred to the Plan Commission for further review.

The next Regular Board of Trustees meeting will be June 9, 2015.

ANETS WOODS PUBLIC HEARING CONTINUED TO JUNE 16, 2015

The developer of the proposed Anets Woods development, located on the northeast corner of Voltz and Waukegan roads, has requested that the Plan Commission continue the Public Hearing on the development from the scheduled June 2 date to June 16. The Applicant has requested additional time to further refine its plans prior to returning to the Plan Commission.

At the June 2 Plan Commission meeting, the Commission will not take public comment and will continue the Public Hearing to June 16, at which time the Commission will accept further public comments on the revised plans submitted by the Applicant.

Questions and comments regarding the proposed development should be directed to Michaela Kohlstedt, Senior Planner, at michaela.kohlstedt@northbrook.il.us or at 847-664-4057.

LIGHTS, CAMERA, ACTION...

On Thursday evening, May 28, the Youth Commission hosted its 6th Annual Film Fest. The event took place at 7pm in the Little Theater of Glenbrook North High School. Participants came from area schools including



Maine East, Deerfield, North Shore Country Day School, Prospect, Glenbrook North, and Glenbrook South. - The event featured a Skype interview with film producer and GBN Alum, Gary Donatelli, about his life in the film industry and how he became interested in the arts while growing up on the North Shore. The audience also enjoyed a Q and A session with Joshua Handler, Youth Commission and GBN Alum about his experience at the film school of NYU. In all, 27 students submitted their creative works. Prizes were awarded to the most

impressive films, as judged by Gary Donatelli. In addition to first, second and third place awards, special recognition was given to excellence in cinematography, special effects, and screenwriting. The Youth Commission wishes to thank the Village Board of Trustees, staff of the Village of Northbrook, the Northbrook Arts Commission, and Glenbrook North High School for their help in showcasing the creative talents of Northbrook-area youth.

4TH OF JULY ANNOUNCEMENT

The Village and Park District have chosen the Rotary Club of Northbrook to be the parade Grand Marshal this year. The Club, which celebrated its 50th anniversary in April, donates almost all the money it raises to charities and to its goal of eradicating polio worldwide. The Northbrook Rotary will sponsor the 4th of July Breakfast in Village Green Park and the Rubber Ducky Race. There are many ways to participate in the community celebration, starting with breakfast in the park and ending with spectacular fireworks at dusk. The parade starts at 2:30 pm at Cherry and Western. Performers include the Glenbrook North High School Student and Alumni Band, Los Paisanos (a mariachi band), Sinful Saints (Dixieland Jazz band), Michigan City Soul Steppers (drill team with drum line), and Shannon Rovers (Irish bagpipers). A new specialty act this year is the Potts & Pans Steelband from Woodstock, which recently won a Chicago Music Award as "Best Calypso/Soca Entertainer."

Also new this year is a community float carrying an inflatable decoy tank to honor World War II troops. The Anjou Driveway Social Club will show its community spirit with a parade entry. And, spectators can enjoy oversized "Puppets on Parade," made by Northbrook resident Heather Killian

All are reminded that it's not too late to march in the 4th of July Parade, as the deadline is now Friday, June 12. For more information call Theresa Glatzhofer at (847) 897-6119 or view the website at www.northbrook4thofjuly.com Local businesses and community organizations to show their support and spirit. Parade applications are available online at www.northbrook4thofjuly.com , along with the full July 4th schedule and an interactive map. Anyone with questions about parade participation can call the Park District at 847/291-2960.



POLICE DEPARTMENT ACTIVITY

On Thursday, May 28, Detective Sergeant Strickland and School Liaison Detective McGuinness met with the staff at Greenbriar School and participated in a School Safety lockdown drill. The Police Department representatives explained the lock down exercises and discussed the reasons for lockdowns and what can, or might, be expected in terms of police response. Such mock lockdown drills are held periodically with all schools in Northbrook.

Detective Bill Foulks has announced his retirement from the Police Department after serving the community for 27 years. We thank Bill for his service and wish him well in his future endeavors.

NORTHBROOK ASSISTS NEIGHBORING COMMUNITIES

On Friday May 22, Northbrook Engine 10 and Battalion 11 responded to the 800 block of Forest Avenue in Deerfield for a residential structure fire. Engine 10 assisted with overhaul and salvage operations while Battalion 11 assumed the role of the rapid intervention team leader. Northbrook Stations were covered by call back personnel.

On Thursday May 28, a Northbrook Hazardous Materials Advisor responded to the 100 block of Marriot Drive in Lincolnshire to provide technical advice for a Hazardous Materials incident.

No injuries were reported for either incident.

SKOKIE BOULEVARD PROJECT – CONSTRUCTION UPDATE

Installation of the new Skokie Boulevard sanitary sewer is complete. The road north of Dundee Road has been restored, and the contractor has been preparing the road south of Sunset Ridge for reconstruction. The start of patching and paving will be slightly delayed due to weather, but the work is still anticipated to be completed by mid-June. Your patience during this construction project is appreciated.

UPRR TO REPAIR CONCRETE ARCH OVER TECHNY ROAD

The Union Pacific Rail Road has informed the Village of Northbrook that beginning Monday, June 8, the UPRR will be sandblasting the loose concrete from the arch over Techny Road and resurfacing the bridge with new concrete. The UPRR's Traffic Control & Protection contractor (Road Safe Traffic Systems) has indicated that one lane of Techny Road will be closed between the hours of 9am to 3pm on Monday, June 8 thru Wednesday, June 10. Flaggers will be present at all times during the lane closure.

SPRING 2015 TREE PLANTING PROGRAM COMPLETED

The Village's parkway tree planting program is completed. The Village planted 466 new trees. Participating residents should begin to water their new tree. The tree should be saturated with water every 7-10 days using a slow trickle of water with a hose near the base of the tree. Those residents with automatic irrigation systems are requested to change the timing to allow for longer, less frequent watering (approximately 20 minutes, 2 times per week). This will ensure that the ground surrounding the tree is adequately saturated. It is recommended that a circle of mulch, 2-3 inches deep and 2-4 times the diameter of the root ball be installed. Please keep mulch 4-6 inches away from the trunk and do not plant grass around the base of the tree as these practices can be harmful to newly planted trees.

SHERMER ROAD OVERFLOW PROJECT

To help mitigate flooding in the Shermer Road/Woodlawn Road area, a 72-inch diameter storm sewer will be constructed to convey water to the West Fork of the North Branch of the Chicago River. The Village is partnering with the Metropolitan Water Reclamation District of Greater Chicago on the project, which is anticipated to begin by mid-June and be completed by the end of October 2015.

WALTERS AND CEDAR INTERSECTION IMPROVEMENTS

The Village's contractor, Schroeder Asphalt, will begin work on the Walters Avenue/Cedar Lane intersection improvements in mid-June. The improvements will consist of the installation of the curb extensions to improve the flow of traffic at the intersection in an effort to minimize the number of vehicle accidents, reduce speeds on Walters Avenue at Cedar Lane, as well as reduce the crossing distance for pedestrians. During the construction, eastbound traffic on Walters Avenue will be maintained for those traveling towards Shermer Road and the train station. Westbound Walters Avenue will be closed during construction hours and re-opened in the evening each day. Westbound motorists will be directed to use an alternate route.

RIBBON CUTTING AT GRAETER'S

President Frum and Trustee A.C. Buehler, along with several Village staff members, attended the Grand Opening of Graeter's ice cream store in Downtown Northbrook. The Graeter family has been making ice cream since 1870 and is pleased to have their newest location in Northbrook. This new addition enhances Northbrook as a destination for shopping and dining. Visit www.northbrook.il.us/shopdine for a list of shopping and dining options in Northbrook.



CITIZEN POLICE ACADEMY GRADUATION CEREMONY

On Wednesday, May 27, a graduation ceremony was held for the 14 participants in the 2015 CPA session. The graduates were presented with official Citizen Police Academy polo shirts, which they will wear when they volunteer for the Police Department at events such as National Night Out, Northbrook Days, Earth & Arbor Day, 4th of July festivities, etc. and a Police Department logoed coffee mug. Graduation certificates were also presented to the participants.



CAPTAIN MARTIN RECEIVES CHIEF OFFICER CERTIFICATION

On May 28, Captain Richard Martin received his Chief Officer Certification at the Illinois Fire Chiefs Symposium in Peoria. The Chief Officer Certification is the highest Certification attainable from the Office of the State Fire Marshall. Northbrook Fire Chief Jose Torres was in attendance for the presentation of Captain Martin's Certificate. Congratulations to Captain Martin on this career achievement!



FIRE DEPARTMENT IFCA SCHOLARSHIP RECIPIENT

On May 28, Lieutenant David Crawford was awarded a \$500 Scholarship from the Illinois Fire Chiefs Association. David was awarded the scholarship based on a personal essay and his career goals. The \$500 scholarship will be used towards his Bachelor's Degree in Fire Service Management at Southern Illinois University this fall.

COFFEE WITH THE BOARD – SATURDAY, JUNE 6

The Northbrook Village Board will host a Coffee with the Board on Saturday, June 6, from 9am to 11:30am, at the Village Hall to coincide with the first Saturday of the month vehicle sticker sales. This meet-and-greet opportunity at the Northbrook Village Hall, 1225 Cedar Lane, provides a venue for the public to speak with Village Board members and Village President Sandy Frum in an informal setting. Village staff from various departments, including Police and Fire, will be on hand to answer questions and sign up residents for Northbrook Notify, the Village's mass notification system. Refreshments, including hot coffee, will be available.

WEEK OF June 1, 2015

MON.	6/1	8:30 a.m.	Vehicle Stickers go on sale
		7:00 p.m.	CRC Sister Cities Subcommittee – Shermer Study
TUES.	6/2	7:30 p.m.	Plan Commission Meeting – Board Room
WED.	6/3		No Meetings
THURS.	6/4	7:00 p.m.	Arts Commission – Terrace Room
		7:00 p.m.	Community Relations Commission – Board Room
FRI.	6/5		No Meetings
SAT.	6/6	9:00 am-noon	Village Hall open for sale of Vehicle Stickers
		9:00 am-noon	Coffee with the Board – Village Hall Lobby

