

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: April 17, 2015

RE: STAFF BRIEFING

WEEK OF April 13, 2015

VILLAGE CONTACT PHONE NUMBER INCORRECT ON ELECTRICITY AGGREGATION LETTER

Residents and business owners will be receiving a Special Notice from the Village about the upcoming changes in the electricity aggregation program. The notice, which should be in today's mail, includes the phone number for the new electricity aggregation contact, Constellation/Integrus Energy – 844/824-7627. This number is staffed 24/7 and should be used as the primary contact for residents and business who have questions about changes for electricity billing.

Please note the Village phone number listed at the bottom of the special notice is incorrect. The correct phone number is 847/664-4020. We apologize for any confusion caused by this error.

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, April 14. The Board held a public hearing on the proposed fiscal year 2015/2016 budget. The Board presented a number of Proclamations including honoring the establishment of a Monarch Way Station in Northbrook, proclaiming April 26 as Breathe Deep North Shore Day for lung cancer awareness, proclaiming April 22 as Earth Day, proclaiming April 24 as Arbor Day, and proclaiming the week of April 12-18 as Public Safety Telecommunicators Week . The Board approved a number of resolutions and ordinances, including authorizing a contract for concrete street patching improvements, authorizing an agreement with Municipal GIS Partners for GIS support services, authorizing an agreement for aerial photography services, authorizing a contract for maintenance of traffic signals, authorizing the procurement of parkway tree removal services, authorizing the purchase of 466 parkway trees for the Spring planting program, approving the purchase of desktop and laptop computers, ratifying a two year collective bargaining agreement with the Northbrook Police Association, amending the Municipal Code regulations of mobile food service establishments, granting a special permit for a physical fitness facility at 1946-1948 Raymond Drive, granting a special permit for a physical fitness facility at 4155 Dundee Road, adopting and authorizing the 2015/2016 Annual Fee Ordinance, and adopting the municipal budget of the Village for the fiscal year beginning May 1, 2015 and ending April 30, 2016.

Under Planning & Zoning, the Board held two preliminary reviews including a request for approval of a special use permit for StorageMart at 2727 Shermer Road and special permit renewal for an automotive repair facility with outdoor auto storage located at 1801 Holste Road.

The next Regular Board of Trustees meeting will be April 28, 2015.

ENVIRONMENTAL QUALITY COMMISSION MEETING

On Thursday, April 16, the Environmental Quality Commission held their regular meeting. Chairman Reynolds began the meeting by asking Commissioners to reach out to interested residents to fill the vacant seat on the Commission. The focus of the remainder of the discussion was on preparations for Earth and Arbor Day celebrations and the continued review of the Village of Winnetka's ban on coal tar based driveway sealants. The Commission plans to develop a preliminary report of their findings. The next meeting of the Environmental Quality Commission is scheduled for May 21, 2015. Residents interested in serving on the Commission should call 847/664-4013 for more information.

YOUTH COMMISSION MEETING

The Youth Commission did not hold their April meeting, due to a lack of quorum. Please keep May 28 on your calendar for the Youth Commission's 6th Annual Film Fest. If you know of a budding filmmaker, please encourage them to submit their work as soon as possible. Visit www.northbrook.il.us/YouthFilmFest for details. The next regular meeting of the Youth Commission is scheduled for May 20th.

VILLAGE SET TO HOST INTERFAITH SUNDAY EVENT THIS WEEKEND

This year, ten Northbrook houses of worship will open their doors to the community on Sunday, April 19, for a fun and educational afternoon. Start the day off by bringing your friends and family to St. Giles Episcopal Church, 3025 Walters Avenue, for opening festivities at 12:30pm and pick up your t-shirt and event passport. Then visit as many institutions as you wish between 1pm – 4pm.

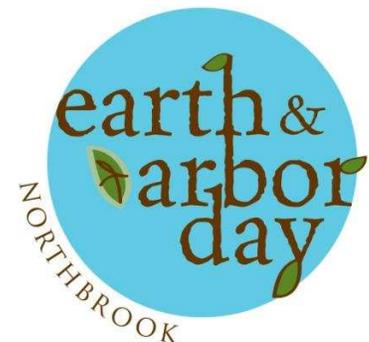


After the visits, the public is invited to Northbrook Village Hall, 1225 Cedar Lane, at 4:00pm, for pizza and to meet new friends, gather for discussion, play some games and win some prizes. Don't miss this great opportunity to experience the rich cultural diversity that exists in the community. The Northbrook Clergy Association and the Northbrook Community Relations Commission are proud to sponsor this event. For a list of participants, visit www.northbrook.il.us/Interfaith.

EARTH AND ARBOR DAY CELEBRATION SCHEDULED FOR SATURDAY, APRIL 25

The Village of Northbrook's Earth and Arbor Day Celebration is scheduled for Saturday, April 25 from 9am to noon at the Village Green Park in Downtown Northbrook at the corner of Shermer and Meadow Roads rain or shine. The public is invited to attend this fun event. Over 50 vendors will feature earth-friendly ideas and concepts for homes and businesses. Exhibits will include structure weatherization measures, demonstrations, give-a-ways, free tree seedlings, presentations of a Great Horned Owl and a Red Tailed Hawk by professional handlers, pony rides, and much more. New for this year's event will be the Go Green Northbrook Earth Day for Kids event, which aims to teach kids about fun ways to enjoy and take care of the Earth. Also new for this year is the Earth and Arbor Day blood drive by LifeSource. To make an appointment for the blood drive, visit www.lifesource.org and search for group code 329D or call 877/543-3768. Residents are also invited to attend the ceremonial tree planting which will take place in Village Green Park at 11am just south of the playground area.

In addition, residents are encouraged to participate in the special recycling collection and document shredding event at the west-side commuter parking lot by the METRA Station near the corner of Walters and Shermer



Roads. Residents may drive up and drop off paint (oil and latex only – no thinners or solvents), molded Styrofoam, tires, CFL and tube fluorescent bulbs, printer cartridges, household batteries, various electronics including computers and TV's, and documents for shredding. Residents are also welcomed to bring unwanted textiles, bedding, towels and clothing for recycling and tax-deductible donation. Goodwill will be on site as well to accept tax-deductible donations of new and used household goods.

NATIONAL PUBLIC SAFETY TELECOMMUNICATOR WEEK APRIL 12-18

April 12 – 18 is designated as National Public Safety Telecommunicator Week. The Village Board honored the Northbrook Telecommunicators at their Board meeting Tuesday evening, recognizing our 9-1-1 dispatchers who “answer the call” on a daily basis.

CANINE DEMONSTRATIONS AT NORTHBROOK SCHOOLS

Canine Officer Jon Salmi and his partner Jack performed canine demonstrations at Greenbriar and Meadowbrook Elementary Schools on Thursday, April 16. Each demonstration was for a group of approximately 35 children aged 5 to 10 years old and school staff. Officer Salmi discussed the purpose and training of the K-9 unit and demonstrated obedience and article search techniques.



Animal Control Officer Gina Manski also joined the demonstrations discussing “stranger/danger”, staying safe around animals, and dog and wildlife bite prevention.

TRAINING FOR ACTIVE SHOOTER UNIFIED OPERATIONS PLANNING AND EDUCATION

Police and Fire Department officers have been busy this week in efforts toward coordinating the efficient response to an active shooter scenario in our community. Fire Chief Torres and Police Commander Adkins met with several other department leadership teams on Wednesday, April 15 to discuss roles and communications at unstable and complex shooting events. On Thursday morning, Chief Torres and Division Chief Cassidy met and conferred with the IRMA Fire Chiefs Steering Committee along with members of the Police Chiefs Steering Committee on coordinated efforts and historical realities of active shooter incidents. These efforts are indicative of essential and healthy momentum toward coordinated efforts in responding to these increasingly common incidents.



AUTOMOBILE EXTRICATION TRAINING

On April 14 and 15, Northbrook Firefighters trained on current auto extrication techniques because of several changes in automobile manufacturing. Speed, efficiency and crew coordination for more efficient patient care is the intended outcome of the training event, which uses real cars. Techniques were adapted to address evolution in steel construction and hidden hazards, such as



new locations of compressed-gas airbag cylinders and electricity powered vehicles. Several firefighters attended the *Train-the-Trainer* sessions and will conduct hands-on training next week for all three fire department shifts.



NORTHBROOK CERT MEMBERS ATTEND SEARCH AND RESCUE CERTIFICATION TRAINING

On April 11 and 12 members of the Northbrook CERT (Community Emergency Response Team) took a 16-hour course sponsored by the Illinois Search and Rescue Council and received their SAR (Search and Rescue) certification. The Ground SAR training course is for personnel who wish to respond to a SAR incident as a field searcher. The course provides a broad overview of SAR fundamentals, lost person behavior, scope of SAR operations, SAR resources, search techniques (day and night), compass ops, and search crew field operations. This course is a requirement for emergency management personnel to function on a SAR mission. If you are interested in becoming a CERT member please contact Lieutenant Dave Crawford at 847/664-7222 at the Northbrook Fire Department.



INFORMATIONAL MEETING FOR UPCOMING STORMWATER PROJECTS

The informational meeting for the Shermer Road Overflow Sewer/Cherry Lane Underpass projects will be held on Monday, April 20, in the Board Room at the Village Hall. The meeting will run from 4:00 to 7:00pm and will include an "open house" format where Village Engineering staff and our consultant, Bollinger, Lach & Assoc., will meet "one on one" with all interested parties to explain the upcoming construction work for the projects.

SKOKIE BOULEVARD SANITARY SEWER PROJECT

Bolder Contractors has completed the installation of approximately 1,650 of the 12" sanitary sewer, 12 manholes, concrete patching, and binder and surface course road restoration for the work north of Dundee. Striping should be completed by the end of the week and the road returned to normal traffic operations soon thereafter. The contractor is continuing to work south of Sunset Ridge. About 800 of the 2,900 feet of 15" sewer main has been installed along with 3 of the 14 manholes. Thank you for your patience during this project.

NORTHSHORE 770 – DUNDEE ROAD WATERMAIN CROSSING WORK IS COMPLETED

The water main crossing work on Dundee Road was completed this week. The work was performed by the developer, Morningside, in conjunction with the Northshore 770 project on Tuesday and Wednesday of this week.

Intermittent lane closures are anticipated for next week. The closures will occur during off peak hours and are necessary for final pavement restoration. The developer was asked to provide advanced notice before additional work commences. In addition to local message boards, traffic notices are often posted on Facebook – please like the Village at www.facebook.com/NorthbrookIllinois.



WEEK OF April 20, 2015

SUN.	4/19	12:30-5:30pm	CRC's Bi-annual Interfaith Sunday event - Kickoff St. Giles Church,	<i>ends at</i>
			<i>Village Hall 4:00pm</i>	
MON.	4/20	4-7 pm	Project Shermer & Cherry Underpass Information Open House	
			Board Room	
TUES.	4/21	7:30 p.m.	Committee of the Whole – Cancelled	
		7:30 p.m.	Plan Commission Meeting – Board Room	
WED.	4/22	7:30 a.m.	EDC – Terrace Room	
THURS.	4/23	7:30 a.m.	Foreign Fire Insurance Board – Station 11	
FRI.	4/24		No Meetings	
SAT.	4/25	8:30am-Noon	Earth & Arbor Day Celebration	