



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** September 15, 2017

**SUBJECT:** STAFF BRIEFING

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## WEEK OF September 11, 2017

### BOARD OF TRUSTEES REGULAR MEETING

The Village Board held its regular meeting on Tuesday, September 12. Under the Consent Agenda, the Board approved resolutions and ordinances related to a number of items including contract renewals for HVAC and software maintenance services, the replacement of a trench drain system at the Public Works Center, the denial of requested zoning relief for an assisted living facility at 2005-2041 Techny Road (Heritage Woods), the approval of an outdoor seating area at 1348 Shermer Road (Leonidas Café) and the transfer of a special permit and variations for a drive-through facility at 2775 Dundee Road (Dunkin Donuts).

Under Planning & Zoning, the Village Board conducted preliminary reviews of a number of applications and forwarded them to the Plan Commission. Finally, under Administration and Finance, the Village Board held an initial review of a 6b Tax Incentive for Jet International Company, which proposes to move its existing business to 1919 Stanley Street. After hearing a brief presentation, the Village Board discussed the application, provided initial feedback and forwarded the item to the Industrial and Commercial Development and Economic Development Committees for comment.

The next regular Village Board meeting will be held on Tuesday, September 26.

### BICYCLE TASK FORCE MEETING

On Wednesday, September 13, the Bike Task Force held its regular meeting. At the meeting, staff from the Northbrook Park District presented a conceptual bicycle/pedestrian route plan for their parks developed through their geographical information (mapping) system. Specifically, this plan included existing and proposed bicycle/pedestrian routes for each park as well as proposed park amenity improvements and potential cycling/walking routes to travel between each park location. These routes included information with approximate times and distances. Additionally, the Task Force heard a presentation from the Village's design consultant for the Bicycle/Pedestrian Plan on the scope and first phase of the project.

### COMMUNITY RELATIONS COMMISSION MEETING

On Thursday, September 14, the Community Relations Commission held its rescheduled meeting at the Northbrook Public Library. At the meeting, the Commission heard a presentation from Gina Manski, Animal Control Officer, on the Police Department's animal control program and discussed the work of each of its subcommittees. At this time, the Commission plans to launch the new website for the Northbrook Cares project, which focuses on connecting those in need with resources, later this month. The Commission's next regular meeting will be held on Thursday, October 5 at 7:00 p.m. at the Library.

### ARTS COMMISSION

On Thursday, September 14, the Northbrook Arts Commission held its rescheduled meeting. At the meeting, the Commission discussed the upcoming Plein Air Painting Festival, which will be held Friday, October 6 through Sunday, October 8. About 30 artists will participate in the Plein Air (Outdoor) painting over the three-day event, which culminates with a festival on Sunday from noon to 5 p.m. at Village Green Park. During the event, residents can expect to see artists set up easels at various locations in Northbrook and paint local landscapes. The artwork created during the event will be available for sale at the festival on Sunday. The Commission's next regular meeting was cancelled and rescheduled for Thursday, October 12, at 7:00 p.m. For more information on the Plein Air Festival, please contact [bruce@bondystudio.com](mailto:bruce@bondystudio.com).

### SHERMERFEST TO FEATURE PLEIN AIR PAINTERS

On Sunday, September 17, the Northbrook Historical Society presents Shermerfest at the Village Green from noon to 4 p.m. This annual Historical Society event includes a variety of family fun activities, lunch concessions, bake sale, entertainment and a classic car show. In an effort to promote the upcoming Plein Air Painting Festival, the Historical Society has invited the Northbrook Arts Commission to showcase a few Plein Air Painters at their event. Stop by Shermerfest and keep an eye out for Plein Air Painters.

### PATRIOT DAY MEMORIAL

The Northbrook Fire Department holds an annual Patriot Day Memorial celebration on September 11. This year's ceremony was well attended at Fire Station 11, with State Representative Elaine Nekritz present. The ceremony is held to memorialize the tragic event that took over 3,000 lives, both American and foreign, and changed the world forever on September 11, 2001.



### ACTIVE SHOOTER EVENT TRAINING DRILL

On Friday, September 8, Northbrook Fire Department staff participated in a region-wide active shooter event exercise which simulated an active threat. This training was held at Fort Sheridan and was hosted by Army Commanding General John Hussey of the 75<sup>th</sup> Training Command.

### NORTHERN ILLINOIS POLICE ALARM SYSTEM CALL-OUTS

On Wednesday, September 13 at 6:30 p.m., Northbrook's Northern Illinois Police Alarm System (NIPAS) representatives responded to a Mobile Field Force call out to assist Rosemont Police with an active protest at the Crown Plaza Hotel.

Also on Wednesday, September 13, Northbrook's NIPAS representatives responded to an Emergency Services Team call out regarding a manhunt for 3 armed robbery suspects in Buffalo Grove. All three subjects were located and taken into custody.

### SCHOOL LOCK DOWN DRILL

On Thursday, September 14, members of the Investigations Unit and the School Liaison Officers participated in a lockdown drill at Wood Oaks Jr. High School. The officers assisted school principals, administrators, teachers and students in the exercises. The detectives discussed the reasons for lockdowns, and what can or might be expected in terms of police response. Such drills are held periodically with all schools.

### CENTRAL BUSINESS DISTRICT INFRASTRUCTURE AND STREETScape PROJECT

This week, the Village's contractor poured the curb for the island at Church Street and Shermer Road as well as the curb and gutter at the southeast corner of the intersection and on Meadow Road. Crews also began planting shrubs and trees.

Next week, crews will continue plantings and the removal and replacement of limestone blocks on Cherry Lane, Meadow and the intersection of Shermer and Walters Avenue.

### FIRE HYDRANT PAINTING

Last week, the Village's contractor began painting 400 hydrants located primarily in the northeastern areas of the Village. As part of this program, hydrants are sandblasted and re-painted in the traditional red color. Aside from improving the aesthetics of the hydrant, the paint helps to protect the hydrant from corrosion. Hydrant painting is expected to be completed by the end of September. Residents with questions about the hydrant painting operation can contact the Public Works Department at 847-272-4711.

### SUNSET LANE STORMWATER PROJECT

This week, the Village's contractor continued grading and infrastructure work at the Commercial Avenue detention basin and completed some minor adjustments on swales along Sunset Lane. Next week, staff anticipates crews will complete grading and driveway culvert extensions on Sunset Lane.

### KEYSTONE/CHARTRES STORMWATER PROJECT

This week, the Village's contractor continued earthwork at West Park (1730 Pflugsten Road) in anticipation of constructing the new stormwater detention basins and soccer fields. Next week, sewer crews are scheduled to begin placing storm sewer starting at the south end of West Park. Additionally, an existing water main at the south end of the park is scheduled to be lowered. At this time, there are no road closures on Koepke or Keystone Roads due to scheduled construction.

### OAK AVENUE AND ILLINOIS ROAD WATER MAIN PROJECT

This week, the Village's contractor completed concrete pouring on the north half of Illinois Road between Penfold Place and Cedar Lane.

Next week, the contractor will complete the patching of asphalt trenches within the roadway where water main was installed and install asphalt driveway aprons on Illinois and Oak Avenue.



**WEEK OF September 18, 2017**

<b>SUN:</b>	<b>9/17</b>	<b>Noon-4pm</b>	<b>ShermerFest – Village Green Park</b>
<b>MON.</b>	<b>9/18</b>	<b>No Meetings</b>	
<b>TUES.</b>	<b>9/19</b>	<b>8:30am-6:30pm</b>	<b>Village Hall Front Desk Cashier open - <i>hours extended every Tuesday</i></b>
		6:00 p.m.	CRC Celebration of Cultures Subcommittee Meeting – Terrace Room
		7:30 p.m.	Committee of the Whole - <b>Canceled</b>
		7:30 p.m.	Plan Commission – <b>Canceled</b>
<b>WED.</b>	<b>9/20</b>		<b>Rosh Hashanah begins at sundown, <i>through 9-22</i></b>
			<b>No Meetings</b>
<b>THURS.</b>	<b>9/21</b>	6:30 p.m.	Stormwater Management Commission – PW Center
		7:00 p.m.	EQC – Shermer Study
<b>FRI.</b>	<b>9/22</b>		<b>Autumn Equinox - <i>First Day of Fall</i></b> 
			<b>No Meetings</b>