



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: October 20, 2017

SUBJECT: STAFF BRIEFING

WEEK OF October 16, 2017

BOARD OF TRUSTEES ADMINISTRATION & FINANCE COMMITTEE MEETING

On Tuesday, October 17, the Village Board's Administration & Finance Committee held a meeting. At the meeting, the Committee heard staff presentations on the Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2016/2017 and the quarterly report for the first quarter of Fiscal Year 2017/2018. Following those presentations, the Committee held a discussion on the Village's priorities to incorporate into future planning documents.

The next regular meeting of the Village Board will be held on Tuesday, November 14.

NORTHBROOK YOUTH COMMISSION YOUTH FORUM

The Northbrook Youth Commission held its first Youth Forum on Monday, October 16, in the Northbrook Public Library Auditorium. A mix of students and parents attended the discussion, which centered on the topic of youth and stress in Northbrook. Participating students shared their thoughts on a number of topics including balancing academics, sports and friends, the stress of determining a career path, the definition of personal success, and stress related to social media. Following the testimonials, a Q&A session began with the audience. Licensed Clinical Social Worker Audrey Grunst moderated the presentation and discussion. The Youth Commission plans to host another youth related forum in the spring.

FIRE DEPARTMENT OPEN HOUSE

On Saturday, October 14, the Northbrook Fire Department hosted its 31st Annual Open House at Fire Station 12, as the conclusion to Fire Prevention Week. Despite the soggy weather, over 750 children and adults attended the event and were treated to Special Operations demonstrations, refreshments from MESS Canteen and a visit with Sparky the Fire Dog, as well as tours of the Fire Station and the chance to talk with the firefighters about their work. This year's Fire Prevention Week theme was "Every Second Counts - Plan 2 ways out!" and visitors were able to learn about home escape planning, the Citizen Emergency Response Team (CERT) and CPR training opportunities. As a reminder, tours and public educational presentations can be scheduled throughout the year by contacting the Fire Prevention Bureau at 847-272-2141, ext. 4501.



NORTHBROOK ARTISTS STUDIOS TOUR
LOCAL ARTISTS DISPLAY WORK DURING PUBLIC STUDIO TOUR

On Saturday, October 14, the Northbrook Arts Commission presented art enthusiasts with a chance to see local artist's' works as part of a Northbrook Artists' Studio Tour. Three artists displayed their works at the Northbrook Park District Leisure Center and five artists opened their home studios as part of the tour. A variety of media was on display, ranging from ceramics, to oil paintings and photography. This event marked the 12th Northbrook Artists' Studio Tour, and the commission looks forward to conducting a similar tour again in 2018.



SCHOOL LOCK DOWN DRILL

On Wednesday, October 18, Northbrook Officers participated in a lockdown drill at Hickory Point School. The officers assisted the school principal, administrators, teachers and students in the exercises and 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

The Village's contractor completed the application of priming solution to Shermer Road (between Meadow Road and Church), Meadow Road (between Shermer Road and Cherry Lane), and Cherry Lane/Church Street (between Meadow Road and Shermer Road) in preparation for the final layer of asphalt. The paving of the above mentioned roads will be completed by Saturday, October 21. After this work is completed, the contractor will be install new permanent pavement markings, roadway signage, and mark parking spots.



Beginning the week of October 23, the contractor will begin paving work on Meadow Road (between Shermer Road and Walters Avenue). This work will consist of the removal of existing pavement, patching of the foundation of the road, and installation of new asphalt. This work is expected to be completed within the week, if the weather cooperates.

OAK AVENUE AND ILLINOIS ROAD RESURFACING PROJECT

This week, the Village's contractor completed sidewalk installation and curb and gutter replacement. The contractor adjusted the manholes in the road in preparation for the asphalt pavement milling, which will begin next week.

KEYSTONE/CHARTRES STORMWATER PROJECT

This week the Village’s contractor began the process of auguring and tunneling storm sewer through a narrow path north of Koepke Road, along 3010 Koepke Road. Meanwhile, the contractor’s crews continued installation of storm sewer south of Keystone Road in the side yard of at 2985 Keystone Road. The contractor’s landscaper also began installing sod for the four soccer fields in West Park. Staff anticipates that the final restoration of West Park will be completed early next week.



Next week, the underground construction crew will connect the augured storm sewer at 3010 Koepke to the previously installed sewer on the south side of Koepke. This work will require a temporary road closure for this street crossing, and a detour plan will be set up to route traffic to Keystone Road. Once all storm sewer work is completed on Koepke, construction operations will move to Keystone where a similar detour plan will be set up routing traffic to Koepke. Currently, this project remains on schedule to meet the completion date of Friday, November 10 (weather permitting).

SKOKIE BOULEVARD ROAD IMPROVEMENTS – 1000 SKOKIE

This week, the 1000 Skokie developer’s contractor closed a northbound lane of Skokie Boulevard to remove the parkway area for pavement widening, storm sewer and curb installation. Next week, the contractor will pave the binder course for the pavement widening. While this work occurs, driveway closures will be staged to allow access to all businesses.

HALLOWEEN TRICK-OR-TREAT HOURS

Northbrook’s Official Trick-or-Treat hours are from 4:00 to 8:00 p.m. on Halloween, October 31. To welcome Trick-or-Treaters, residents are asked to switch on their porch lights or any exterior lights. Drivers should be especially cautious while driving in the neighborhoods, especially after dark, and watch out for Trick-or-Treaters.

WEEK OF October 23, 2017

MON.	10/23	7:30 p.m.	ZBA – Board Room
TUES.	10/24	7:00 a.m.	Public Works Committee – Pedestrian/Bike Plan– Terrace Room
		7:30 a.m.	ICDC – DPS Conference Room
		8:30am -6:30pm	Village Hall Front Desk Cashier open - extended hours Tuesdays
		7:30 p.m.	Regular Meeting of the Board of Trustees – Canceled
WED.	10/25		No Meetings
THURS.	10/26	7:30 a.m.	Foreign Fire Insurance Board – Station 11
FRI.	10/27		No Meetings