



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: January 12, 2018

SUBJECT: STAFF BRIEFING

WEEK OF January 8, 2018

BOARD OF TRUSTEES REGULAR MEETING

On Tuesday, January 11, the Board of Trustees held its regular meeting. At the meeting, the Village Clerk swore in newly promoted Fire Chief Andy Carlson, Deputy Fire Chief David Schweihs, Deputy Police Chief of Operations Mike O'Malley, Commander Mike Metrick, and Sergeant Bryan Meents.

Under the Consent Agenda, the Board approved resolutions and ordinances related to a number of items including the renewal an agreement for information technology storage, approval of Provenance Mission Hills site improvements, authorization of a contract for electrical work on the Village's water pumps, and adoption of an anti-harassment and no retaliation policy.

Under Planning and Zoning, the Board held a Public Hearing on a proposed modification to the special permit for the 1000 Skokie development to allow for added parking and directed staff to create a resolution for formal consideration at the next Village Board meeting.

Under Administration and Finance, the Board conducted a preliminary review of a 6B request for building additions at 2901 Shermer (Pyramid Packaging).

The next Board of Trustees meeting will be held on Tuesday, January 23.

PUBLIC WORKS COMMITTEE MEETING

The Public Works Committee of the Village Board held a meeting on Tuesday, January 9. At the meeting, the Village's planning consultant for the Master Bicycle and Pedestrian Plan gave a presentation on the draft Existing Conditions Report for the plan and received feedback from the Committee on the document. The consultant will now continue work on developing recommendations and the final plan, which will be presented to the Village Board later this year.

BICYCLE TASK FORCE MEETING

The Bicycle Task Force held its regular meeting on Wednesday, January 10. At the meeting, Village Engineer Matt Farmer reviewed the draft Existing Conditions Report from the Master Bicycle and Pedestrian Plan, and the Task Force provided comments on the draft. After this discussion, the Task Force decided to cancel their regular meeting scheduled for Wednesday, March 14 and schedule a special meeting in the near future that will be coordinated with the project schedule for the plan.

ARCHITECTURAL CONTROL COMMISSION MEETING

The Architectural Control Commission (ACC) held its regular meeting on Thursday, January 11. At the meeting, the ACC reviewed and recommended approval of wall signs for three different businesses in the Village Green Center on Shermer Road: @Properties, Edward Jones and Peoples Protection Group. All of the signs were recommended as presented and will be forwarded to the Board for approval at its next regular meeting on Tuesday, January 23. The ACC also had a discussion with staff regarding the challenges faced with properly regulating the use of spray foam insulation in attics and crawl spaces and endorsed staff’s proposed approach. Finally, the ACC approved three new single family homes.

COMMUNITY RELATIONS COMMISSION MEETING

The Community Relations Commission held its rescheduled regular meeting on Thursday, January 11. At the meeting, the Commission welcomed new Commissioners John Martin and Emmeline Hazaray. Afterward, attorney Joel Bruckman gave a presentation on personal cybersecurity, and the Commission received updates from each of its subcommittees on their activities. The Celebration of Cultures Subcommittee formally announced that this year’s Celebration will be held on Sunday, May 6 at the North Suburban YMCA. The next regular meeting of the Commission will be held on Thursday, February 8.

FIRE DEPARTMENT PROMOTIONS

On Thursday, January 11, the Fire Department held a promotion ceremony for its newly promoted members. Captain Dave Crawford was promoted to Battalion Chief, Lieutenant Jerry Piazzi was promoted to Captain, and Firefighter/Paramedic Craig Skala was promoted to Lieutenant. The Village congratulates each of them on their promotion.



2017 ASPHALT STREETING RESURFACING PROGRAM

This week, the Village’s sewer lining contractor notified staff that it anticipates completing the lining of the final two segments of sewer for this project on Monday, January 22 and Tuesday, January 23, weather permitting. This work will occur on the 2400 block of Illinois Road and the 2100 block of Oak Avenue. Staff delivered notices to all impacted residents today (Friday, January 12) and will issue a second notice prior to work beginning.

WEEK OF January 15, 2018

MON.	1/15		Martin Luther King Jr. Day
TUES.	1/16	8:00 a.m.	Board of Fire and Police Commissioners – Police Department
		8am-Noon	Fire Department Training – Board Room
		7:30 p.m.	Plan Commission – Board Room
		7:30 p.m.	Committee of the Whole - Canceled
WED.	1/17	8am-Noon	Fire Department Training – Board Room
		7:00 p.m.	Youth Commission – Canceled and Rescheduled to 1/23/18
THURS.	1/18	8am-Noon	Fire Department Training – Board Room
		6:30 p.m.	Stormwater Management Commission – Canceled
FRI.	1/19		No Meetings