



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: March 2, 2018

SUBJECT: STAFF BRIEFING

WEEK OF February 26, 2018

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held its regular meeting on Tuesday, February 27. At the meeting, Village Clerk Debbie Ford swore in newly hired Police Officer Patty Kappos. Under the President's Report, Gary Moriello was recognized for his years of service on the Youth Commission and Amy Oberholtzer was appointed to serve on the Youth Commission.

Under the Consent Agenda, the Board approved resolutions for Central Business District landscape maintenance services and right-of-way mowing services, and an agreement for Geographic Information System support services.

The next Regular Board of Trustees meeting will be held on Tuesday, March 13.

AD HOC FACILITIES COMMITTEE MEETING

On Tuesday, February 27, the Ad Hoc Facilities Committee of the Village Board met to review the Village consultant's draft Facilities Assessment for the Police Station, Fleet Maintenance Garage, and the operations wing of Fire Station 11. The consultant will continue work on developing a space needs analysis and recommendations for each of the facilities, which will be presented to the Village Board later this year.

FEBRUARY 27 ICDC MEETING

The Northbrook Industrial & Commercial Development Commission (ICDC) held their regular meeting on Tuesday, February 27, 2018. The following is a summary of the topics discussed.

- Update on 6B Tax Incentive applications. The Commission was briefed on the status of the 6B property tax incentive granted for Jet International involving 1919 Stanley and why the County required a new resolution approving the incentive. The ICDC was also briefed on the request by Pyramid Packaging to obtain a tax incentive involving 2901 Shermer Road. In this case, the business has not yet filed a formal 6B application, as they are trying to refine their site plan before moving forward.
- Challenges in the Industrial Areas. The majority of the meeting was devoted to discussing some of the zoning, building, and fire code issues that confront businesses in the industrial areas. The Commission began discussing some of the zoning regulations and will continue the discussion for the next several meetings. They also asked that Fire Chief Carlson be invited to a meeting to discuss Village codes and inspection procedures.

The next meeting of the ICDC is scheduled for March 27; however the meeting will likely be canceled.

COMMUNITY RELATIONS COMMISSION

The Community Relations Commission held its regular meeting on Thursday, March 1. At the meeting, the Commission received a presentation from the Hunger Resource Network, discussed its upcoming events, and approved a contract for a musical performance at the Celebration of Cultures. As a reminder, the 2018 Celebration of Cultures will be held on Sunday, May 6 from 1 to 4 p.m. at the North Suburban YMCA. Details of the event will be featured in an upcoming Village newsletter. The Commission's next regular meeting will be held on Thursday, April 5.

ARTS COMMISSION

On Thursday, March 1, the Arts Commission held its regular meeting. During the meeting, the Commissioners discussed the *Paintings at Sunset – A Plein Air Painting Exhibit* at Sunset Food – Northbrook, featuring Northbrook themed artwork on display and for purchase from the 2017 Plein Air (Outdoor) Painting festival. An opening reception with wine tasting, refreshments, and live entertainment will be held from 5:30 to 8 p.m. on Friday, March 9. The exhibit is also open on Saturday, March 10, from 10 a.m. to 7 p.m. and Sunday, March 11, from 10 a.m. to 5 p.m., with a special watercolor painting demonstration on Sunday, at 2 p.m.

The Commissioners also discussed details for the 15th Annual Northbrook Originals Art Exhibit, at the Northbrook Library from Thursday, April 5 to Tuesday, May 29, featuring artwork by Northbrook residents. The event kicks off with an Artists' Reception on Thursday, April 5, at 7pm in the Pollak Room at the Northbrook Library.

The next Arts Commission meeting will be held at 6:00 p.m. on Thursday, April 5, at the Northbrook Library, just prior to the Northbrook Originals reception.

VILLAGE NEWSLETTER CORRECTION

The Village of Northbrook's March Newsletter, page 3, included information on the purchase of the Grainger International property at 1675 Shermer Road. The correct purchase price of the 10.3 acre parcel of property was \$8.3 million. To view the March edition of the Village Newsletter, visit www.northbrook.il.us/newsletter

POLICE ACTIVITY

Northbrook's Northern Illinois Police Alarm Systems Emergency Services Team (NIPAS EAS) representative responded to two call outs this week. On Tuesday evening, February 27, a request was made for assistance from Waukegan involving a domestic incident where the offender was barricaded in a residence. Also on Tuesday, a second NIPAS call out was requested from Round Lake Park for another barricaded subject reported in possession of a grenade. The incidents were turned over to their respective agencies.

DUNDEE ROAD CULVERT REPLACEMENT PROJECT

The Illinois Department of Transportation (IDOT) is replacing the existing culvert, and road above the culvert, located at the intersection of Dundee and Lee Roads. This work will affect the Village's 24-inch cast iron water distribution main on the north side of Dundee Road, the 12-inch water main on the west side of Lee Road, and a section of the 15-inch sanitary sewer located on the north side of Dundee Road. All of these lines must be relocated to avoid any conflicts during the project.



During the construction, Dundee Road will be closed to through traffic between Waukegan Road and Skokie Boulevard with traffic being detoured to Lake-Cook Road (see the detour map above). This closure is anticipated to begin later this spring and continue for six months. More details regarding this project and its anticipated timeline will be announced after the first pre-construction meeting, which will be held on Friday, March 9. For more information, please read the latest project updates or sign-up to have updates e-mailed to you by visiting www.northbrook.il.us/dundeeroad.

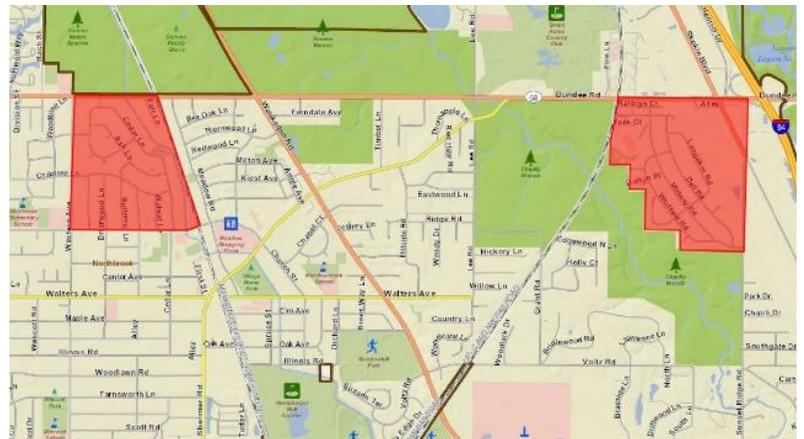
WESTERN AVENUE WATER MAIN REPLACEMENT & RECONSTRUCTION PROJECT

In April, the Village will begin work on the Western Avenue Water Main Replacement and Reconstruction Project. This work will include replacing the original 1953 water main located along Western Avenue, between Techny Road and Maple Avenue. Once this work is complete, crews will reconstruct Western Avenue between Techny Road and Oak Avenue with asphalt (instead of the original concrete) and install new concrete curb and gutter.

A special public meeting will be held at Wescott School on Tuesday, March 20, from 5:30 to 7:00 p.m. for residents and parents who would like to learn more about the project. To see the meeting flyer and get more information on the open house, please visit www.northbrook.il.us/western.

SANITARY SEWER TELEVISION AND CLEANING

Each year, the Village of Northbrook televises and cleans sections of its sanitary sewer main system using contractual assistance. This work allows the Village to both clean the system and identify sections of the main that need to be repaired. Contractor crews are currently working in the Northbrook East and Northbrook Highlands subdivisions (pictured right). Work will continue now through the end of April. For any questions, please contact the Public Works Department at 847-272-4711.



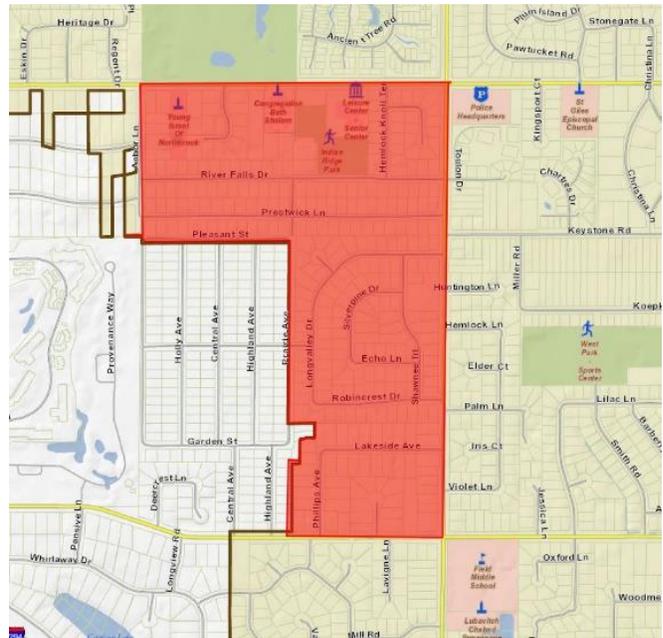
SANITARY SEWER LINING

As part of its on-going sewer maintenance, the Village of Northbrook lines a number of its sanitary sewer lines each year using contractual assistance. This work involves inserting a thin liner into an existing sanitary sewer main to reinforce the structure, which significantly increases the useful life of the main and requires no excavation. On Tuesday, March 6, crews will begin conducting lining work in the area generally bounded by Walters Avenue to the north, Orchard Lane to the east, Illinois Road to the south and Shermer Road to the west as well as two smaller areas located in the Woodlands and White Plains Subdivisions, weather permitting. Impacted properties will receive a notice prior to the start of work, and staff anticipates all work will be completed by the end of April. For any questions, please contact the Public Works Department at 847-272-4711.



PARKWAY TREE TRIMMING PROGRAM

Each year, the Village of Northbrook trims parkway trees using contractual assistance. Trees are trimmed to prevent unnecessary damage during storms, protect pedestrians and motorists from low hanging branches, promote the health of the tree, and ensure the tree is aesthetically pleasing. Trees are trimmed during their dormant period in the winter months to minimize trauma to the tree. Trimming is currently occurring in the area bounded by Landwehr Road to the east, the Village's corporate limits to the west, Walters Avenue to the north and Techny Road to the south (pictured right). For any questions, please contact the Public Works Department at 847-272-4711.



COMED TREE TRIMMING PROGRAM

As part of its regular maintenance program, ComEd regularly trims trees and branches that interfere with power lines. This month, ComEd crews are trimming in the area bounded by Dundee Road to the north, Skokie Boulevard to the east, Willow Road to the south, and Landwehr Road to the west. For more information about ComEd's tree trimming program, please visit comed.com/trees or call 1-800-Edison-1.

THE 2018 CONSTRUCTION PROJECT PAGES NOW LIVE ON VILLAGE WEBSITE

As a reminder, the Village's website has been updated with the 2018 construction project pages. These pages will provide residents, businesses, and other interested parties details on local projects and will be updated throughout the construction season. This list includes Village projects, as well as projects by other agencies, such as the Illinois Department of Transportation (IDOT). See the full list at www.northbrook.il.us/ConstructionProjects.

In addition to the construction project pages, those interested in email updates about specific projects, including the Shermer Road Bridge Replacement; Dundee Road Culvert Replacement; Western Avenue Water Main Replacement and Road Reconstruction; and the three stormwater projects occurring within the community this year, may subscribe to Notify Me at www.northbrook.il.us/NotifyMe. Notify Me allows those who are interested to get more frequent e-mail updates on items such as lane closures, detours, and other important information. To subscribe to a list, visit www.northbrook.il.us/NotifyMe and enter your e-mail address in the address box. After signing in, click the e-mail icon next to each project you wish to subscribe. NotifyMe is for non-emergency project-specific notifications.

To sign up for emergency and Village-wide alerts via email, text and/or phone call, visit www.northbrook.il.us/NorthbrookNotify. Mass notifications on Northbrook Notify are sent via text, phone and/or email and include everything from water outages, to missing persons and unexpected road detours. Another option for emergency-only text notices is to text 60062 to 888777. Also, *like* and *follow* the Village at www.facebook.com/NorthbrookIllinois or visit www.northbrook.il.us for other Village news and meeting updates.

WATER MAIN BREAKS

This week, Public Works crews repaired two water main breaks. The first occurred on Friday, February 23, on a 1-inch copper service line located below a driveway apron in the 1500 block of Elm Avenue. The second break took place in the 1100 block of Meadow Road on a 1953, 6-inch main located underneath a driveway apron.

WEEK OF March 5, 2018

SAT.	3/3	9am-Noon	<i>Electronic Recycling- Behind the Village Hall</i>
MON.	3/5	9am-5pm	Early Voting starts through March 19 – Board Room
		Noon	Youth Commission Subcommittee Meeting – Terrace Room
TUES.	3/6	7am-3pm	<i>Electronic Recycling- Behind the Village Hall</i>
		9am-5pm	Early Voting – Board Room
		7:30 p.m.	Plan Commission – Board Room
WED.	3/7	9am-5pm	Early Voting – Board Room
THURS.	3/8	9am-5pm	Early Voting – Board Room
		4:30 p.m.	TIF Joint Review Board – Terrace Room
		5:30 p.m.	Architectural Control Commission – Terrace Room
		7:00 p.m.	Senior Services Commission – Canceled, Rescheduled to 3-15-18
FRI.	3/9	9am-5pm	Early Voting – Board Room
		5:30-8pm	Paintings at Sunset – Plein Air Art Exhibit Opening Party – Sunset Foods
SAT.	3/10	9am-5pm	Early Voting – Board Room
		10am-7pm	Paintings at Sunset – Plein Air Art Exhibit – Sunset Foods
SUN.	3/11	10am-4pm	Early Voting – Board Room
		10am-5pm	Paintings at Sunset – Plein Air Art Exhibit-Sunset Foods