



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff  
**COPY:** Village President & Board of Trustees – Department Heads  
**FROM:** Richard Nahrstadt, Village Manager  
**DATE:** March 1, 2019  
**SUBJECT:** STAFF BRIEFING

---

## WEEK OF February 25, 2019

### BOARD OF TRUSTEES REGULAR MEETING

On Tuesday, February 26, the Board of Trustees held its regular meeting. Under the Consent Agenda, the Board approved resolutions and ordinances related to a number of items including a contract with Comcast for telecommunications and Internet Services; landscape services for the Central Business District, Village facilities, and right-of-ways; an Intergovernmental Agreement with the Illinois State Toll Highway for installation of water main on Skokie Boulevard at the Edens Spur (I-94); funds for the Concrete and Asphalt Street Rehabilitation Programs; funds to purchase property at 2985 Shermer Road; parking meter maintenance; rezoning and variations of the property at 1851-1859 Janke Drive; and a Special Permit for a Physical Fitness Facility (1851 Janke Drive –Northbrook Baseball Inc.).

Under Planning and Zoning, the Board held three preliminary reviews: a request for a major variation for a home addition (4275 Lindenwood Lane), which was referred to the Zoning Board of Appeals for a recommendation to the Board; and requests by the First Bank of Highland Park (633 Skokie Blvd.) to grant a Special Permit for a wall sign and by Wilson Lawn & Landscape (255 Anthony Trail) to allow landscape services with outdoor storage, both of which were referred to the Plan Commission.

The next Board of Trustees meeting is Tuesday, March 12.

### ZONING BOARD OF APPEALS MEETING

On Monday, February 25, the Northbrook Zoning Board of Appeals (ZBA) held a regular meeting. At the meeting, the ZBA reviewed an application by the Village of Northbrook, on behalf of the owners of 2855 Shermer Road, to authorize a variation to reduce the front setback along Shermer Road. After reviewing the request and hearing public comments, the ZBA voted unanimously to approve the requested variation.

### INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMISSION MEETING

On Tuesday, February 26, the Northbrook Industrial & Commercial Development Commission (ICDC) held a regular meeting. At the meeting, the ICDC discussed the proposed Northbrook Court Redevelopment plans and incentive requests, received a briefing on the upcoming Illinois Department of Transportation closure/detour of Dundee Road, and the recently adopted Illinois Minimum Wage legislation. The ICDC may hold their next meeting on March 26 (it was originally canceled) in order to discuss the Northbrook Court tax incentives.

### ECONOMIC DEVELOPMENT COMMITTEE SUBCOMMITTEE MEETING

On Thursday, February 28, the Economic Development Committee (EDC) Subcommittee to Promote Understanding of Economic Development met to continue developing regular messages to include in the Village Newsletter regarding the importance of a diverse tax base. Staff from the Northbrook Public Library attended the meeting to present draft language for an article in the April Village Newsletter.

### LOCAL CONSTRUCTION PROJECT MAP AVAILABLE

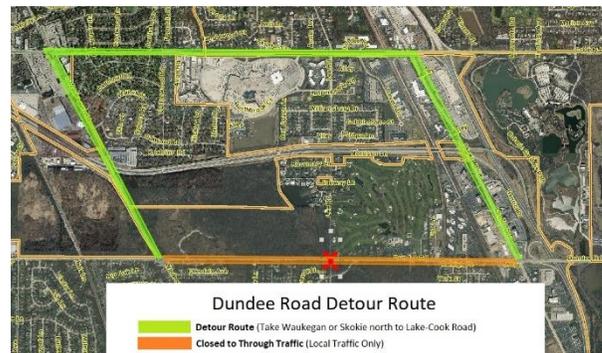
The Village's 2019 Road Construction Project Map is now live at [www.northbrook.il.us/2019construction](http://www.northbrook.il.us/2019construction). This interactive map provides information on Village projects as well as Illinois Department of Transportation and Illinois Tollway projects that are occurring within the Village. This map and individual project webpages (available at [www.northbrook.il.us/constructionprojects](http://www.northbrook.il.us/constructionprojects)) will be updated throughout construction season. Submit specific project questions to the project manager listed on the website, to the Public Works Department at 847-272-4711, or via GONorthbrook at [www.northbrook.il.us/GoNorthbrook](http://www.northbrook.il.us/GoNorthbrook)

Residents and businesses may also subscribe to Northbrook Notify at [www.northbrook.il.us/NorthbrookNotify](http://www.northbrook.il.us/NorthbrookNotify) for general e-mail updates on major projects or to an individual project's NotifyMe listserv at [www.northbrook.il.us/NotifyMe](http://www.northbrook.il.us/NotifyMe) for detailed e-mail updates.

### DUNDEE ROAD CULVERT REPLACEMENT PROJECT

This week, the Illinois Department of Transportation's (IDOT) contractor continued preliminary work on the Dundee Road Culvert Replacement Project, including clearing trees and constructing a temporary stormwater storage facility. Motorists should expect daily lane closures as crews complete various work in the project area. However, Dundee will remain open to through traffic during this period.

Following this preliminary work, Dundee Road will be closed to through traffic between Waukegan Road and Skokie Boulevard with traffic detoured to Lake-Cook Road (see the detour map to the right). Staff anticipates the full closure will not occur until later this spring.



This project includes the replacement of the existing culvert and road above the culvert located at the intersection of Dundee and Lee Roads. This work will require that 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 also located on the north side of Dundee Road be relocated to avoid any conflicts during the project. For more information, to read project updates, or to sign-up for email updates, please visit [www.northbrook.il.us/dundeeroad](http://www.northbrook.il.us/dundeeroad).

### ANTHONY TRAIL RECONSTRUCTION PROJECT

On Wednesday, February 27, the Village held a pre-construction meeting with representatives from the Village's contractor, the Police Department, and the Fire Department. Construction on this project will begin on or around Monday, March 11, weather permitting. This project will include the full reconstruction of Anthony Trail between Commercial Avenue and Macarthur Boulevard. For more information on this project, please visit [www.northbrook.il.us/anthonytrail](http://www.northbrook.il.us/anthonytrail).

### WATER DISTRIBUTION SYSTEM PRESSURE ZONE PROJECT

The Village of Northbrook is implementing a second pressure zone within the water distribution system to increase pressures in the northwest portion of the Village. As part of this work, the Village is completing improvements to the Village’s West Side Reservoir, which will pump water into the second pressure zone. This week, the Village’s contractor completed the installation of a new temporary pump for water service for the Mission Brook Sanitary District and began testing the connection. Crews will begin to drain and repair the Reservoir facility. Implementation of the second zone is expected to begin later this year.

### WINTER WEATHER OPERATIONS

This week, the Public Works Department responded to one snowfall event on Tuesday, February 26, which brought 0.5 inches of snow. The Village’s ice control crew of seven began salting operations at 9 a.m. and continued until 6:30 p.m. **For more information on snow and ice control, please visit [www.northbrook.il.us/snow](http://www.northbrook.il.us/snow).**

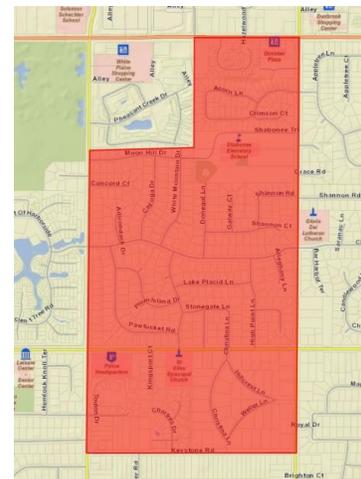
### WATER MAIN BREAKS

On Thursday, February 28, crews responded to the 1900 block of Kiest Avenue for a water main break on a 6-inch cast iron main located in the parkway. During the repair, 19 properties were without service from 8:45 a.m. to 10:15 a.m. as crews completed the work.

### PARKWAY TREE TRIMMING PROGRAM

This week, the Village’s contractor continued trimming in the area bounded by Dundee to the north, Pfingsten to the east, Keystone Road to the south and Landwehr Road to west. This will be the final section of this year’s program. Staff anticipates this work will be complete by mid-March.

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 lastly to ensure that the tree is aesthetically pleasing. Trees are trimmed during their dormant periods, approximately between October and April, to minimize trauma to the tree.



### WEEK OF March 4 2019

<b>SAT.</b>	<b>3/2</b>	<b>9am-Noon</b>	<b>Electronic Recycling – PW Garage, behind the Vil. Hall</b>
<b>MON.</b>	<b>3/4</b>		No Meetings
<b>TUES.</b>	<b>3/5</b>	<b>7am-3pm</b>	<b>Electronic Recycling – PW Garage, behind the Vil. Hall</b>
		7:30 p.m.	Plan Commission – Board Room
<b>WED.</b>	<b>3/6</b>		<b>Ash Wednesday</b>
<b>THURS.</b>	<b>3/7</b>	<b>9:00 a.m.</b>	<b>Administrative Hearing – Board Room</b>
		7:00 p.m.	Community Relations Commission – Library
		7:00 p.m.	Arts Commission – Terrace Room
<b>FRI.</b>	<b>3/8</b>		No Meetings
<b>SUN.</b>	<b>3/10</b>		<b>Daylight Savings Time begins</b>

