



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff  
**COPY:** Village President & Board of Trustees – Department Heads  
**FROM:** Richard Nahrstadt, Village Manager  
**DATE:** April 12, 2019  
**SUBJECT:** STAFF BRIEFING

## WEEK OF April 8, 2019

### BOARD OF TRUSTEES REGULAR MEETING

On Tuesday, April 9, the Board of Trustees held its regular meeting. At the meeting, the Village Clerk swore in Police Officer Brett Kim (top left). During recognitions and introductions, the Board welcomed Chaplain Iman Hazim Fazlic (top right) and recognized Glenbrook North High School Swimming and Diving Team Member Ryan Purdy for his State Championships (bottom left) and the Northbrook Park District Teams Elite Junior Skaters Team for being the First Place Junior Division at the 2019 Spring Cup in Milan, Italy (bottom right).



The Board held a public hearing on the proposed budget for fiscal year 2019/2020 and, after closing the hearing, approved two ordinances adopting the budgets for both the Village and the Northbrook Public Library. Under the President's Report, President Frum proclaimed April as Fair Housing Month, April 16 as Education & Sharing Day, April 22 as Earth Day, and April 26 as Arbor Day in the Village of Northbrook.

Under the Consent Agenda, the Board approved a number of resolutions and ordinances including agreements for assistance for the Village's stormwater inflow & infiltration control program; the 2019 water main replacement program; environmental engineering services; native landscape management

services; cemetery landscape maintenance; traffic signal maintenance; custodial maintenance services at certain village buildings; parkway tree and stump removal services; treatment of parkway ash trees; installation of dry fire suppression systems at the Village Hall and Police Department; purchase of cardiac monitors, computers, servers and software; fireworks for 4<sup>th</sup> of July; a Plat of Consolidation for 3181-3183 Highland Road; a Tree Permit for a Heritage Tree at 3181-3183 Highland Road; and a Three-Year Collective Bargaining Agreement with the Northbrook Police Association.

Under Planning and Zoning, the Board approved documents for a subdivision variation and combined tentative and final plat of subdivision and accessory drive through for a bank (1200 Shermer Road). The Board heard two preliminary reviews: a request for increased sign height (Maple School, 2370 Shermer Road) and a request to rezone 1828-1908 Techny Road from I-1 Restricted Industrial to the ICS Industrial and Commercial Services District. Both were referred to the Plan Commission for review.

Under Administrative and Finance, the Board held a Public Hearing on the Proposed Northbrook Court Tax Increment Financing District (TIF) and Redevelopment Plan and Project. After public input and a discussion of the TIF District, the Board moved to have staff prepare approval documents for the TIF District and TIF Plan Redevelopment Agreement for the April 23 meeting.

Under Community and Sustainability, the Board heard a presentation on the Environmental Quality Commission's (EQC's) report on single-use plastic bags. After discussion, the Village Board directed staff to follow the EQC's recommendation to provide plastic bag recycling opportunities at Village facilities, purchase and distribute re-useable shopping bags, and establish a "leave one/take one" program for clean, reusable shopping bags.

The next regular Village Board meeting is Tuesday, April 23, at 7:30 p.m.

#### ECONOMIC DEVELOPMENT COMMITTEE MEETING

On Wednesday, April 10, the Northbrook Economic Development Committee (EDC) held their regular meeting. During the meeting, the Committee reviewed the progress made on the Village newsletter messaging campaign on the importance of having a strong and diverse tax base. The other taxing bodies (schools, park district and library) were encouraged to issue similar messages from time to time in their communications. The Committee was also briefed on the status of the Northbrook Court Tax Increment Financing (TIF) district and Plan Commission application. Each taxing district provided an update on recent activities. President Frum provided an update on the upcoming road construction projects, the Village budget, and the results of the local election.

#### JOINT REVIEW BOARD – DUNDEE RD./SKOKIE BLVD. TIF DISTRICT

On Wednesday, April 10, the Joint Review Board (JRB) for the Dundee Road/Skokie Boulevard Tax Increment Financing (TIF) district held their annual meeting. The JRB reviewed the annual TIF audit report and accepted the findings.

#### ARCHITECTURAL CONTROL COMMISSION

On Thursday, April 11, the Architectural Control Commission (ACC) held their regular monthly meeting. The ACC reviewed and approved signs for two new businesses moving into the downtown: Lux Salon at 1155 Church Street (Northbrook Shopping Plaza) and EATACO, at 1350 Shermer Road (former Jar Bar space). The Commission also discussed ways to advance environmental initiatives in the Village, particularly those involving construction and development.

### COFFEE WITH A COP

On Thursday, April 11, representatives from the Northbrook Police Department, including Police Chief Roger Adkins, Community Relations Supervisor Tom Moore, Sergeant Chip Hulne, Detective Teresa Drews, and Officers Matt Komin and Alan Smith, met with commuters at the Metra Station for 'Coffee with a Cop'. The next 'Coffee with a Cop' is Tuesday, May 14 from 11:30 a.m. – 1 p.m. at Subway, 1951 Cherry Lane.



### NATIONAL PUBLIC SAFETY TELECOMMUNICATOR WEEK

National Public Safety Telecommunicator Week begins April 14 - April 20. On Tuesday, April 16 from 5-7 p.m., the Northbrook Police are hosting an Open House and invite all to meet our 9-1-1 Dispatchers and tour the 9-1-1 Center.

### POLICE DEPARTMENT ACTIVITY

On Saturday, April 6, Northbrook's MCAT representative responded to a request from the Niles Police Department to investigate a pedestrian versus car incident in Niles.

On Monday, April 8, Detective/Traffic Officer and School Liaison Officer Lacina and Officer Simmons gave a presentation to Driver's Ed Students at Cove School on what to expect when approached by a police officer during a traffic stop.

### NORTHBROOK ORIGINALS EXHIBIT AND RECEPTION

On Thursday, April 11, the Northbrook Arts Commission hosted an Artist's reception for the 16<sup>th</sup> Annual Northbrook Originals Art Exhibit at the Northbrook Library. Over 120 guests, including the exhibiting Northbrook artists,



attended the event. Everyone enjoyed meeting the artists and viewing artwork by 48 Northbrook artists. The artwork, which will be on display through May 31, is featured on all three floors of the Library. The show wouldn't have been possible without the hours of work and coordination by Arts Commissioner Jerry Block, who served as the Northbrook Originals Exhibit Committee Chairman.



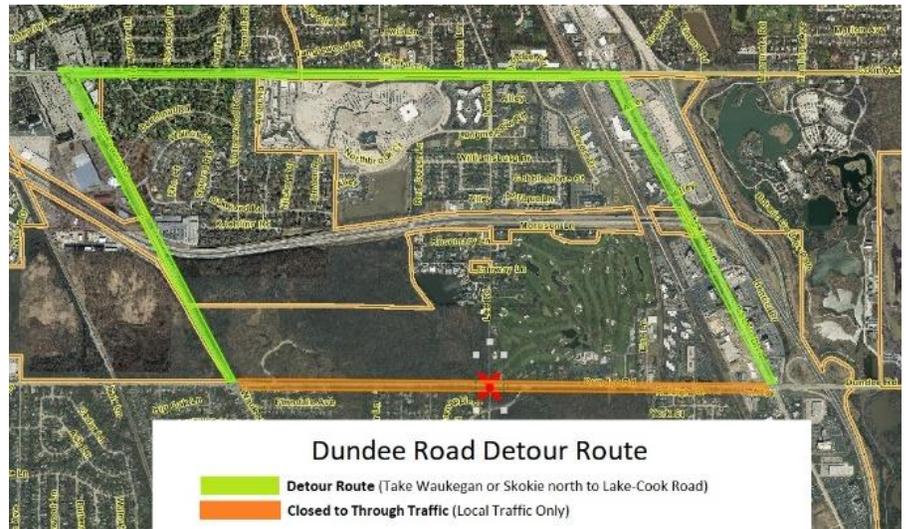
### EARTH AND ARBOR DAY CELEBRATION ON APRIL 13

The Village and Park District invite all to Northbrook's 30<sup>th</sup> Annual Earth and Arbor Day celebration on Saturday, April 13. In addition to special recycling opportunities, attendees can enjoy exhibits, information on living green, demonstrations, give-a-ways, free tree seedlings and Zinnia seeds, pony rides, children's activities, guest speakers, and entertainment between 9 a.m. and noon at Village Green Park at the corner of Shermer and Meadow Roads. For a schedule of events and list of recyclable items, visit

[www.northbrook.il.us/EarthDay](http://www.northbrook.il.us/EarthDay) or check the [April Village Newsletter](#).

## DUNDEE ROAD CULVERT REPLACEMENT PROJECT – CLOSURE BEGINS MONDAY, APRIL 15

This week, the Illinois Department of Transportation's (IDOT) contractor continued preparatory work for the upcoming closure of Dundee Road at Lee Road. On Monday, April 15, IDOT will close Dundee Road at Lee Road to through traffic for six months. Access to all residences and businesses will remain open. A detour route will be established on Lake-Cook Road via Skokie Boulevard and Waukegan Road.



IDOT's Dundee/Lee 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/dundee](http://www.northbrook.il.us/dundee) or for text updates, text DUNDEE to 888777.

## ANTHONY TRAIL RECONSTRUCTION PROJECT

This week, the Village's contractor completed installation of the new pavement and sidewalk included in the first phase of the project. Crews also began the second phase of the project, which will involve removing and replacing the pavement, curb and sidewalk located immediately south of the intersection of Anthony Trail and Macarthur Avenue. This work will continue next week. During this stage, traffic will be detoured to Macarthur Avenue via Wainwright Drive and Commercial Avenue. However, access will remain open for all businesses. For more information on this project, please visit [www.northbrook.il.us/anthonytrail](http://www.northbrook.il.us/anthonytrail).

## SHERMER ROAD BRIDGE PROJECT

This week, the Village's contractor completed installation of the brickwork on the bridge walls. Next week, crews will reinstall the bridge railing and complete landscaping work. This work will require daily lane closures but the road will remain open to traffic through the completion of the project. The final components of the bridge project are expected to be complete by Tuesday, April 30. For more information on this project, please visit [www.northbrook.il.us/shermerbridge](http://www.northbrook.il.us/shermerbridge).

## WATER DISTRIBUTION SYSTEM PRESSURE ZONE PROJECT

The Village of Northbrook is implementing a second pressure zone within the water distribution system to increase water pressures in the northwest portion of the Village. As part of this work, the Village is completing a number of improvements to the West Side Reservoir, which will be used to pump water into the second pressure zone. This week, the Village's contractor completed installation of the controls and programming of the temporary pump and began testing the connection. Crews will begin to drain and make repairs to the Reservoir facility next week. The second pressure zone is expected to be active later this year.

**WEEK OF April 15, 2019**



<b>SAT.</b>	<b>4/13</b>	<b>8:30am-Noon</b>	<b>Earth Day &amp; Arbor Day – Village Green</b>
<b>MON.</b>	<b>4/15</b>		<b>No Meetings</b>
<b>TUES.</b>	<b>4/16</b>	<b>5-7 p.m.</b>	<b>Telecommunications/Police Open House - PD</b>
		<b>7:30 p.m.</b>	<b>Committee of the Whole - <b>Canceled</b></b>
		<b>7:30 p.m.</b>	<b>Plan Commission Meeting – Board Room</b>
<b>WED.</b>	<b>4/17</b>	<b>7:00 p.m.</b>	<b>Youth Commission – Terrace Room</b>
<b>THURS.</b>	<b>4/18</b>	<b>7:00 p.m.</b>	<b>EQC – Terrace Room</b>
<b>FRI.</b>	<b>4/19</b>		<b><i>Passover begins at Sundown through 4/27</i></b>
			<b><i>Good Friday</i></b>
<b>SUN.</b>	<b>4/21</b>		<b><i>Easter Sunday</i></b>