



---

# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

**COPY:** Village President & Board of Trustees – Department Heads

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** January 13, 2017

**SUBJECT:** STAFF BRIEFING

---

## WEEK OF January 9, 2017

### BOARD OF TRUSTEES REGULAR MEETING

On Tuesday, January 10, the Board of Trustees held its regular meeting. At the meeting, the Village Board approved a number of resolutions and ordinances for a variety of items including site improvements for the Northshore 770 residential parcel at 770 Skokie Boulevard; subdivision improvements for 3525 Walters; certification of completion of the first three phases of The Lodge at 2220 Founders Drive; the approval agreements for procurement of internal network and wireless upgrades; and an Ordinance to reduce the number of Class "A" Liquor Licenses.

Under Planning & Zoning, the Board heard a preliminary review for a request for zoning relief for freestanding signs at the Dunbrook Center located at the northeast corner of Dundee and Pfingsten Roads, which was referred to the Plan Commission for further review.

The next Regular Board of Trustees meeting will be held on Tuesday, January 24.

### COMMUNITY RELATIONS COMMISSION MEETINGS

On Wednesday, January 11, the Community Relations Commission's Northbrook Cares Subcommittee held a meeting to begin design work on the new Northbrook Cares website. The Subcommittee invited youth to participate and developed some generalized design preferences and feedback for the Village's vendor, who will also be designing the Village's primary website.

On Thursday, January 12, the Community Relations Commission held its regular meeting. At the meeting, the Commission discussed its work on the Northbrook Cares project and Celebration of Cultures event. Afterward, it considered a new project with the Northbrook Public Library and heard a presentation on the Youth Commission from Carla Martens, the Youth Commission's Chair.

Due to a scheduling conflict, the next regular meeting of the Commission will be held on Thursday, February 9 at Northbrook Public Library.

### POLICE COMMUNITY RELATIONS

During the past week, the Police Department's Community Relations Section completed a number of outreach activities. On Tuesday, January 10, the Section gave a presentation to 35 students at Solomon Schecter School about the impact of driving under the influence.

On Thursday, January 12, and Friday, January 13, Community Relations Supervisor Petka and Animal Control Officer Manski demonstrated finger printing and evidence collection processes for a boy scout troop and provided a tour of the Police station.

#### NORTHBROOK POLICE AND FIRE UNITS RESPOND TO INCIDENT ON METRA TRAIN

On Friday, January 6, at 11:00pm, Northbrook Fire and Police units, along with multiple other police agencies including the South Suburban Major Crimes Task Force, responded to the Lake Cook Road Deerfield Metra station for an outside department aided call involving a gunshot victim. Upon arrival, Northbrook Fire units treated and transported one critical patient, and two stable patients to local hospitals. At the conclusion of the event, the Northbrook Officers cleared the scene and the investigation was conducted by the Deerfield Police Department and Illinois State Police.

#### NORTHBROOK FIRE UNITS RESPOND TO STRUCTURE FIRE

On Sunday, January 8, about midnight, Northbrook Police and Fire units responded to the 1300 block of Lee Road for a report of a structure fire. Upon arrival, Police units reported fire coming from the roof of the 2-story residence. The occupants safely evacuated as crews extinguished the fire in 20 minutes. The majority of the damage was contained to the roof and attic space of the residence. The cause of the fire is currently under investigation.

#### BROWNIE TROOP LEARNS ABOUT COURAGE AND STRENGTH

On Monday, January 9, the Fire Department hosted the Kindergarten Brownie Troop from Meadowbrook School. The Troop members were given a tour of Fire Station 11, got a close up view of a fire engine and an ambulance and watched

a demonstration about putting on firefighting turnout gear. The troop earned their Courage and Strength badges as a result of the visit. The Department welcomes community and school groups to schedule tours by contacting the Fire Prevention Bureau at 847-664-4500 between 8:00am to 4:00 p.m. Monday through Friday.



#### 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 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. This week, tree trimming continued south of Willow Road along Cobblewood Drive, Brian Drive, Quail Lane and Greenwood Road.

**Week of January 16, 2017**

<b>MON.</b>	<b>1/16</b>		<b>Martin Luther King Jr. Day</b>
<b>TUES.</b>	<b>1/17</b>	6:30 p.m.	Public Works Committee – Homer O. Harvey Community Rm, NB Jr. High
		7:30 p.m.	Plan Commission – Board Room
		7:30 p.m.	Committee of the Whole – <b>Canceled</b>
<b>WED.</b>	<b>1/18</b>	7:00 p.m.	Youth Commission - <b>Canceled</b>
<b>THURS.</b>	<b>1/19</b>	6:30 p.m.	Stormwater Management Commission – PW Center
		7:00 p.m.	EQC – Terrace Room
<b>FRI.</b>	<b>1/20</b>		<b>No Meetings</b>