



# WEEKLY MANAGER'S REPORT

**WEEK ENDING DECEMBER 12, 2025**

## *Meetings of the Village Board*

- There are no Village Board Meetings next week.

## *Activity Reports*

**Police Bulletin:** The weekly police bulletin has been updated for the week ending on [December 12, 2025](#).

## *Save the Date*

### **Coat Off Your Back Drive - Through December 15**

Through December 15, the Village of Northbrook is supporting the Rotary Club of Northbrook's Coat Off Your Back Drive, collecting winter coats for adults and children at the Northbrook Public Library, Village Hall, and Sunset Foods through December 15.

**Holiday Hours at Village Offices** Village Offices will have adjusted hours during the holiday season. In December, offices will close to the public at noon on Wednesday, December 24, and will remain closed until 8:30 on Monday, December 29. In January, Village Hall will be closed on Thursday, January 1, New Year's Day.

## *Updates*

### **Sales Tax Monthly Report**

The monthly sales tax data [found at this link](#) for collections through September 2025 (distributed to Village in December 2025) came in at \$1,919,175 which is \$104,149 or 5.7%, greater than the monthly amount collected in December 2024 (September 2024). This sales tax amount included the automatic 1% municipal, 1% home rule, and 3% local cannabis taxes.

### **Village Strategic Plan: Online Participation Until December 19**

The Village has provided additional time to the community to participate online in the Village's first-ever Strategic Plan. Please take time to fill out the online survey and share your vision and ideas for the future of Northbrook through December 19.

**Click here - [Strategic Planning website](#) - to get started!**

## **Snow and Ice Control Operations**

The Public Works Department conducted snow and ice control operations on Saturday, November 29 through Sunday, November 30 and again on Monday, December 1 through Tuesday, December 2. During the weekend event Public Works crews used 628 tons of salt and 2,016 gallons of calcium chloride. During Monday night's storm, 316 tons of salt were used and 1,050 gallons of calcium chloride. In advance of snow predicted for Monday, December 8, Public Works crews pre-treat roadways with organic deicing material.

### **Second Water Meter Project Notices to Be Mailed – December 16, 2025**

On November 26, 355 letters were mailed to customers who had not yet scheduled their meter replacement and directed customers to schedule their appointments by December 16, 2025. Section 27-34(b) of the Municipal Code requires that customers provide access to their water meter for reading, testing, or replacement.

### **Manhole Rehabilitation**

As part of the Village's capital maintenance of the sanitary sewer system, the Village uses contractual assistance to conduct manhole rehabilitation. Beginning the week of December 15, Culy Contracting will begin lining and repairing 46 manholes in the area identified on the map. Work is expected to take one week to complete, weather depending.

### **Sewer Lining**

Hoerr Construction began preparatory cleaning for the sewer lining this week. Residents in the affected areas have been notified by letters delivered to the property. During the sewer lining process, a thin liner is inserted in sanitary sewer pipes to reinforce the existing infrastructure. The lining process usually takes hours, minimizing disruption to residents or business use of wastewater generating fixtures. Sewer lining requires no excavation, creates limited or no interruptions to the sanitary sewer system, and rehabilitates the existing infrastructure, providing a significant increase in the useful life of the system.

### **IEPA Required Lead Samples Being Collected**

The Village of Northbrook is working to complete its required Illinois Environmental Protection Agency (IEPA) collection of water samples this month. This sampling is required due to the number of water samples collected earlier this year exceeding the action level of 0.015 mg/L (15 parts per billion) for lead. Of the 60 samples collected at that time, 7 exceeded the action level. Since this initial exceedance, the Village has provided information on its website. It is important to note that the Village of Northbrook does not have any lead water mains and there is not lead in the Village's water supply. Most often lead that is detected in a customer's water is the result of a lead water service, lead plumbing at home, or old plumbing fixtures in a home. Customers interested in finding out if they have a lead service or about the Village's 50/50 Lead Service Line Replacement Program can obtain information from the Village's website at:

- [Water Quality Information](#)
- [Lead Service Line Replacement](#)
- [Lead Service Line Inventory](#)

### **Building Permit & License Activity:**

- Covenant Living received approval for occupancy for the first Carriage home located at 2617 Techny Rd.
- Solae Fit. (yoga/fitness studio) is located at 840 Willow Rd., and Prestige Business LLC located at 3178 Doolittle Dr. both received Business Licenses in the past week.

### **NIPSTA Fire Academy graduates:**

Congratulations to the six new Northbrook Firefighters who graduated from the NIPSTA Fire Academy on Friday, December 12<sup>th</sup>. Thomas Moran, Max Oberman, Jack Moran, Alexander Becker, Logan Goessele, and Daniel Birch (pictured left to right) are currently assigned to the Division of Training & Safety where they are continuing their initial training. The new firefighters will be assigned to shift when their on-boarding process is completed on December 19.



### **MABAS-IL Humanitarian Service Medal**

At the December 9<sup>th</sup> meeting of the Village Board, Lieutenants, Brandon Collazo and Brian Collazo received the MABAS-IL Humanitarian Service Medal for their response and relief efforts during their deployment to the flash flooding disaster in Texas in July 2025. The Lieutenants are members of MABAS-IL Urban Search & Rescue Task Force 1 (US&R TF-1), which was deployed to Texas on July 11 through an Emergency Management Assistance Compact (EMAC) request from Texas to the State of Illinois. The 39-person team spent two weeks searching for victims along miles of riverbanks and debris fields in extremely difficult conditions and devastated areas.



### **Sons of the American Legion – Employee of the Year Awards**

Each year the Northbrook Sons of the American Legion Squadron 791, presents annual awards recognizing outstanding community service from Northbrook's Police, Fire, and Public Works departments. This year's awardees include:

- **Firefighter of the Year Award, Lieutenant Scott Wilson** – Lieutenant Wilson was selected for this award based on his positive attitude, leadership, and dedication to all facets of the Fire Department.
- **Police Officer of the Year Award, Detective Caitlin McKenzie** – Detective McKenzie was selected for her commitment to excellence in service as a Crisis Intervention Team member, Evidence Technician, and Detective.
- **Public Works Employee of the Year Award, Dan Cook** – Mr. Cook was selected for this award based on his dedication to the community, his work ethic, and his efforts in

running the LED Streetlight Conversion program.

**Toys Donations from Local Businesses & Schools**

The Village extends its sincere thanks to all who supporting the Marine Toys for Tots Foundation Drive with their donations, including Amplify HR Management, Maple School, and Westmoor School for going above and beyond with their generosity. Everyone's support will bring joy to local kids and families this holiday season. We're grateful for their partnership and for choosing to give back in such a meaningful way.