



## Village Board of Trustees Agenda

Sandra "Sandy" Frum Board Room  
1225 Cedar Lane Northbrook, IL 60062  
Tuesday, August 12, 2025

**7:30 PM**

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MINUTES APPROVAL**
  - A. July 22, 2025 Regular Board Meeting Minutes for Approval
- 4. PUBLIC COMMENT TIME**

This agenda item is reserved for members of the public who desire to address the Village Board on a topic that is within purview and jurisdiction of the Village Board, but that is not listed in another location on the agenda. If you would like to speak about a matter that is listed on the agenda, we ask that you wait until that agenda item is called, and we will give you an opportunity to speak then. If your matter is on the "Consent Agenda", please let us know if you would like us to remove that matter so that you can speak about it.

Anyone desiring to speak should fill out a written speaker form (located in the back of the Board Room) and submit it to the Village Clerk. "Public Comment Time" is not a forum for open dialogue or engagement with members of the Village Board. Rather, it is intended as an opportunity for you to make comments to the Village Board. While the Village Board will not immediately respond to public comments at this meeting, or engage in a back and forth discussion during the meeting, please be assured that the Board is actively listening to all comments, thoughts, and suggestions.

All speakers will be limited to a total of three minutes. We request that everyone be respectful, civil, and non-repetitive; and we ask that members of the audience refrain from applauding or making any other comments during or after any speaker. Thank you for your understanding and taking the time to contribute to the success of our community.

- 5. MANAGER'S REPORT**

- 6. WARRANT LIST**

- A. Review and Approval of Escrow Deposits/Performance Bond Refunds  
Processed Between July 16, 2025 - July 31, 2025
- B. Review and Approval of Payments Processed Between July 16, 2025 - July 31, 2025

- 7. PRESIDENT'S REPORT**

Community Moment

- A. Commission Appointments and Reappointments  
Appointments:

- Maleeh Zafar to the Disability Inclusion Committee for a term ending April 30, 2028

Reappointments:

- Randi Gillespie and Laura Florek to the Disability Inclusion Committee for a term ending April 30, 2028
- Cecily Stash (student) to the Sustainability Committee for a term ending June 30, 2026

## 8. CONSENT AGENDA

The matters listed for consideration on the Consent Agenda are matters that appear to have the unanimous support of the Board of Trustees. The Village President will review, designate the resolution or ordinance number for passage and then inquire if any member of the Board or member of the public objects to any item on the Consent Agenda. If any objections are raised, the matter will be removed from the Consent Agenda and relocated to a location on this agenda for consideration during the appropriate Board Committee report. If no objection is voiced, the Village President will request a motion and second for passage of all items listed. The resultant roll call vote on the Consent Agenda will be applicable to each individual agenda item.

- A. **A Resolution Authorizing a Contract for Replacement of a Sanitary Sewer Lift Station Generator with Interstate Power Systems, Inc. of Carol Stream, Illinois**  
*The backup generator at 135 Skokie Boulevard has been identified for replacement due to its age and condition. The unit is also no longer supported by the manufacturer, making replacement parts for the unit difficult to source.*
- B. **A Resolution Authorizing an Amendment to the Contract with Miller Pipeline, LLC of Mount Prospect, IL for the 2025 Landwehr Road Sidewalk Improvements Project**  
*Due to unanticipated conditions in the field, an increase funding available under the contingency for the contract 2025 Landwehr Road Sidewalk Improvements Project is requested.*
- C. **A Resolution Approving an Agreement for the 2025 Sidewalk Replacement Program with Schroeder and Schroeder, Inc. of Skokie, Illinois**  
*The Village systematically surveys public sidewalks to identify locations to install Americans with Disabilities Act (ADA) required ramps at intersections and replace sidewalk squares and/or sections that are deemed defective and/or deteriorated and potentially create a hazard. In addition select curbs adjacent to the sidewalks may be replaced.*
- D. **A Resolution Authorizing an Agreement for Water System Leak Detection Services with ADS Environmental Services of Chicago, Illinois**  
*A Village contracts for a survey of the water system to proactively locate leaks that have not yet been identified. The Village makes the necessary repairs on a scheduled basis before they escalate into larger leaks or water main breaks.*
- E. **A Resolution Waiving Competitive Bidding and Authorizing an Agreement for Cemetery Burials & Related Services with Property Werks of Northern Illinois, Inc. D/B/A Professional Cemetery Services of Dundee, Illinois**  
*The Village currently owns three municipal cemeteries: the North Northfield Cemetery, the Northfield Union Cemetery and St. Peter Cemetery and contracts for related services.*
- F. **A Resolution Authorizing an Agreement for Staffing and Organizational Planning Services with Citygate Associates, LLC of Folsom, CA**  
*As proposed in the FY26 Budget, an analysis of the Police Department's current staffing and service delivery levels and methods by an experienced consultant is recommended to partner with the Department and to develop strategic recommendations for future programming, staffing, and service levels.*
- G. Motion to Approve the June 24, 2025 Closed Session Minutes held during the Committee of the Whole of the Village Board

## 9. ADMINISTRATION AND FINANCE

## 10. PLANNING AND ECONOMIC DEVELOPMENT

- A. **Public Hearing to consider a request for a Pre-Annexation Agreement for 3803 Oak Avenue (PPA-25-05)**  
*A public hearing has been scheduled to consider a pre-annexation agreement for a single-family lot in the Mission Hills neighborhood of Northbrook.*
- B. **A Resolution Authorizing the Approval and Execution of the Pre-Annexation Agreement by and between Village of Northbrook and Richard Little and Vanessa Walton as the Owner of 3803 Oak Avenue (PPA-25-05)**  
*Consideration of a Resolution to approve a pre-annexation agreement for a single-family lot in the Mission Hills neighborhood of Northbrook.*
- C. **Public Hearing for BOT-25-11: 1307 Shermer Road - Ira Holtzman - Zoning Variations for Detached Garage and Parking Improvements in C-1/VGO District**  
*The applicant and property owner is requesting zoning variations to allow construction of a detached garage and associated parking improvements. The property is in the Village Green Overlay (VGO) District and therefore, requires approval by the Board of Trustees.*
- D. **An Ordinance Granting Variations For Building Height And Yard Setback For A Detached Garage And Parking Improvements In C-1/VGO District (1307 Shermer Road) (Docket No. BOT-25-11)**  
*Consideration of an Ordinance to approve variations for building height and yard setback requirements for a detached garage and parking improvements in C-1/VGO District.*
- E. **Preliminary Review of a Request by Little Einstein's Academy & Daycare Inc. for a Special Permit for Child Daycare Facility at 755 Huehl Road**  
*The applicant intends to operate a child daycare facility in a vacant tenant space occupied previously by the same use but different business operator with an existing accessory outdoor play area.*
- F. **Preliminary Review of a Request by Huntington National Bank for a Special Permit for an Accessory Drive-Through Facility at 40 Skokie Boulevard**  
*The applicant intends to modify a portion of the parking lot and construct an ATM drive-through facility for Huntington National Bank, which will be a tenant within the building on-site.*
- G. **Preliminary Review of a Request by Crown Castle GT Company LC for a Special Permit for Personal Wireless Services Antenna located on a Tower-Style Structure in Excess of District Height Limitations and a Variation to reduce the required distance between the existing personal wireless service antenna tower and nearby structures from 110' to 69' at 180 Anets Drive**  
*The applicant is requesting to maintain the continued operation of wireless antenna equipment on a tower style structure in the IB Institutional Building District.*

## 11. COMMUNITY AND SUSTAINABILITY

## 12. HOUSING

## 13. LABOR RELATIONS

## 14. PUBLIC WORKS AND FACILITIES

**15. PUBLIC SAFETY****16. COMMUNICATIONS AND OUTREACH****17. REMARKS FOR THE GOOD OF THE ORDER****18. CLOSED SESSION****19. ADJOURN**

The Village of Northbrook is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are requested to promptly contact the Village of Northbrook at (847) 272-5050, or the Illinois Relay Center at (800) 526-0844, to allow the Village of Northbrook to make reasonable accommodations for those persons.