



## Village Board of Trustees Agenda

Sandra "Sandy" Frum Board Room  
1225 Cedar Lane Northbrook, IL 60062  
Tuesday, April 8, 2025

**7:30 PM**

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MINUTES APPROVAL**
  - A. March 11, 2025 Regular Board Meeting Minutes for Approval**
- 4. PUBLIC HEARING**
  - A. Public Hearing on the Fiscal Year 2026 Annual Budget**  
*The Village's FY26 begins May 1, 2025 and runs through April 30, 2026. A public hearing is required in advance of adoption of the budget.*
  - B. An Ordinance Adopting the Municipal Budget of the Village of Northbrook, County of Cook, State of Illinois for the Fiscal Year Beginning May 1, 2025 and Ending April 30, 2026**  
*The FY26 Budget Ordinance, as recommended for approval, is materially consistent with the Recommended Budget presented to the Administration and Finance Committee of the Village Board on March 11, 2025.*
  - C. An Ordinance Adopting the Budget of the Northbrook Public Library, County of Cook, State of Illinois for the Fiscal Year Beginning May 1, 2025 and Ending April 30, 2026**  
*The Northbrook Public Library is a legally independent taxing district with its own Board of Directors, established and operated pursuant to the Illinois Local Library Act 75 ILCS 5/1 et seq. Pursuant to the above referenced Library statute, in addition to the Library Board of Directors, as a component unit of the Village, the Village Board is also required to approve the Library's budget.*
  - D. An Ordinance Adopting and Authorizing Updates to the Village of Northbrook Annual Fee Ordinance**  
*The Village uses a single schedule for all fees and charges called the Annual Fee Ordinance (AFO). The AFO is presented annually in advance of the new fiscal year and may be amended from time to time as required.*

### **5. 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.

## **6. MANAGER'S REPORT**

### **7. WARRANT LIST**

- A. Review and Approval of Escrow Deposits/Performance Bond Refunds  
Processed Between March 1, 2025 - March 15, 2025
- B. Review and Approval of Payments Processed Between March 1, 2025 - March 15, 2025
- C. Review and Approval of Escrow Deposits/Performance Bond Refunds  
Processed Between March 16, 2025 - March 31, 2025
- D. Review and Approval of Payments Processed Between March 16, 2025 - March 31, 2025

## **8. PRESIDENT'S REPORT**

### Community Moment

- A. A Proclamation Recognizing April 9 as Education & Sharing Day
- B. A Proclamation Recognizing April 13 - 19 as Public Safety Telecommunicators' Week
- C. Commission Appointments - Lindsay Coulter, Terry Luc, and Mlyssa Sarandos to the Arts Commission for 3 year terms ending April 30, 2028.  
*Appointments of Lindsay Coulter, Terry Luc, and Mlyssa Sarandos to the Arts Commission for 3 year terms ending April 30, 2028.*

## **9. 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 Approving a Second Renewal of an Agreement for Material Hauling Services and Debris Disposal Services with Weidner Farms Material, Inc. of Cary, Illinois**  
*This is the second renewal of a one-year agreement for material hauling and debris disposal services to and from Public Works Center.*
- B. **A Resolution Authorizing the Second Renewal of an Agreement for Landscape Maintenance Services with Yellowstone Landscape, Inc. of Northbrook, Illinois**  
*This is the second renewal of a one-year agreement for contractual landscape services in the Village to support the Public Works Department with the care and upkeep of landscaping tasks at all Village facilities, the Central Business District (CBD), commuter parking lots, and other various locations throughout the Village.*
- C. **A Resolution Authorizing the Renewal of an Agreement with Mark 1 Landscape,**

**Inc. of Bartlett, Illinois for Landscape Right-of-Way Maintenance Services.**

*This is the first renewal of a one-year agreement for contractual services related to the care and upkeep of more than 48 acres of public rights-of-way at 107 locations, including some segments of right-of-way that are owned by the State and County, to preserve the appearance of the Village by providing regularly scheduled mowing of public rights-of-way.*

- D. **A Resolution Authorizing the Second Renewal of an Agreement for Landscape Maintenance Services with Fleck's Landscaping, Inc. of Wheeling, Illinois**  
*This is the second renewal of a one-year agreement for contractual landscape maintenance and related work the three Village cemeteries which are managed by Public Works.*
- E. **A Resolution Approving the Purchase of an Annual Subscription for the Village's Secure Remote Access System from NobleTec, LLC**  
*The Village uses a subscription service to provide authorized staff a secure computer remote access system for computing devices in public safety vehicles, mobile computing devices in the field, and computing devices used when working remotely.*
- F. **A Resolution Authorizing the Execution of a Contract with A. Lamp Concrete Contractors Inc. of Schaumburg, IL for Metra Lot Improvements in Conjunction with the Shermer Road Corridor Project.**  
*During design of the Shermer Corridor Improvements Project, the Village identified several potential improvements along the corridor that would have resulted in project delays had they been added to the State bid letting and instead these improvements will be completed under a Village contract to include reconfiguring the West Metra Lot, median improvements, and a pedestrian crossing at Farnsworth.*
- G. **A Resolution Authorizing the Renewal of an Agreement for Bicycle and Pedestrian Design, Planning, and Engineering Services with Kimley-Horn and Associates, Inc. of Deerfield, Illinois.**  
*This is the second renewal of a one-year agreement for bicycle and pedestrian engineering services to ensure a comprehensive approach to incorporating the bicycle and pedestrian projects as established in the Village's Master Bicycle and Pedestrian Plan when the Village needs such services on a project-by-project basis.*
- H. **A Resolution Approving the Purchase of an Annual Subscription Renewal and Managed Services for Cybersecurity Systems from Carahsoft**  
*This is a one-year contract for renewal of subscription and managed services for cybersecurity systems in use at the Village.*
- I. **A Resolution Approving the Purchase of an Annual Subscription for Virtual Server and Desktop Software from Insight Public Sector, Inc.**  
*This is a one-year subscription renewal for virtual server and desktop software from Insight Public Sector, utilizing an OMNIA Partners Contract for pricing.*
- J. **A Resolution Approving the Agreements with Kloepfer Construction, Inc. of**

Northbrook, IL, DiMeo Brothers Inc. of Elk Grove Village, IL and Miller Pipeline of New Berlin, WI for Emergency Contractual Assistance and Ratifying Expenditures for an Emergency Water Main Break Repair

*The Village of Northbrook owns and maintains hundreds of miles of sanitary sewer, storm sewer, and water mains within the Village's boundaries. On occasion, Public Works requires emergency contractor assistance for emergency underground utility repairs at times when Village staff is already engaged in other emergent tasks.*

K. **A Resolution Approving the Second Renewal of Agreements for Electrical Services with Kordick Electric Company of Northbrook, Illinois; Title Electric Company of Arlington Heights, Illinois; and LiteZone Electric, LLC of Skokie, Illinois**

*This is the second renewal of a one-year agreement for electrical services at Village-owned facilities.*

L. **An Ordinance Authorizing the Purchase of a Replacement Ambulance from Foster Coach Sales, Inc. and Disposal of a Surplus Ambulance**

*Authorization for purchase of a new Ambulance to replace Unit #68, a 2016 Freightliner Horton medium-duty ambulance is being requested at this time due to existing procurement lead times at 24 months.*

M. **A Resolution Waiving Competitive Bidding and Approving a Contract Extension for Fire Department Turnout Gear**

*The Fire Department is seeking approval to continue purchasing Turnout Gear from the same manufacturer it currently uses through the end of this calendar year.*

N. **A Resolution Approving a Contract Extension Agreement for Fire Department Uniforms**

*A resolution approving a one year extension to the fire department uniform contract.*

O. **An Ordinance Granting a Special Permit For Cannabis Infuser Facility (306 - 310 Era Drive - Cheetah Illinois LLC) (Plan Commission Docket No. PCD-24-15)**

*Cheetah Illinois LLC is requesting a special permit approval to operate a cannabis infused edible production facility on the Subject Property.*

P. **A Resolution Authorizing an Agreement with Mad Bomber Fireworks Productions**

*In January 2025, the Village issued an RFP for the 2025 Fourth of July Fireworks Display and received one proposal for the project from Mad Bomber Fireworks. The vendor has provided exceptional products and service in years past.*

Q. **A Resolution Approving the Designation of a Special Vehicle Sticker for FY26**

*Each year, the Village issues a Special Vehicle Sticker that residents have the option to purchase instead of the regular Village Vehicle Sticker. The cost of the Special Vehicle Sticker includes the standard fee as well as a minimum donation of \$20 to a local organization approved by the Village Board.*

R. An Ordinance Amending Chapter 15, Article XIX, Section 15-697 of the Northbrook Municipal Code, Regarding Vehicle Sticker License Fees  
*The proposed amendment will formalize the historical practice of a one month "grace period" for purchase of the annual Vehicle Sticker after their expiration June 30th before the cost of a vehicle sticker increases on August 1st.*

## 10. ADMINISTRATION AND FINANCE

A. March 11, 2025 Meeting Minutes for Approval

## 11. PLANNING AND ECONOMIC DEVELOPMENT

A. Preliminary Review of a Zoning Request by Highland Baking Company for a Major Variation for a Building Addition at 2301 Shermer Road

*This is a preliminary review of an application requesting zoning relief to allow a building addition on the property, in excess of the permitted height in the zoning district. The Preliminary Review by the Village Board is a conceptual review for the Village Board to provide non-binding comments on a proposal prior to the applicant submitting to the Village a detailed application.*

B. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook (3700 Dundee Road - The Reserve at the Brook) (Plan Commission Docket No. PCD-24-13)

*An amendment to the Comprehensive Plan to re-designate 3700 Dundee Road as appropriate for Multi-Family up to 6 Dwelling Units per Acre from Institutional Facility designation.*

C. An Ordinance Rezoning the Property at 3700 Dundee Road and Amending the District Zoning Map (3700 Dundee Road) (Plan Commission Docket No. PCD-24-13)

*An Ordinance Rezoning 3700 Dundee Road to R-6 Residential Development with up to 6 Dwelling Units per Acre from Institutional Facility designation.*

D. An Ordinance Granting a Special Permit for a Residential Planned Development (The Reserve at the Brook - 3700 Dundee Road) (Plan Commission Docket No. 24-13)

*An ordinance approving an age-restricted 53-unit townhome planned development proposed by Venture 1 OLB, LLC located at 3700 Dundee Road*

E. A Resolution Approving a Development Concept Plan, a Tentative Plat of Subdivision, and Providing Conceptual Development Approvals (3700 Dundee Road) (Plan Commission Docket No. PCD-24-13)

*Consideration of a resolution approving a concept plan and tentative plat of subdivision for The Reserve at the Brook located at 3700 Dundee Road*

## 12. COMMUNITY AND SUSTAINABILITY

## 13. PUBLIC WORKS AND FACILITIES

## 14. PUBLIC SAFETY

## 15. COMMUNICATIONS AND OUTREACH

## 16. REMARKS FOR THE GOOD OF THE ORDER

## 17. CLOSED SESSION

## 18. 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.