

MEMORANDUM

TO: STAFF

**COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS**

FROM: Richard Nahrstadt, Village Manager

DATE: March 1, 2013

RE: STAFF BRIEFING

WEEK OF FEBRUARY 25, 2013

REGULAR BOARD OF TRUSTEES MEETING

The Board of Trustees held a regular meeting on Tuesday. During the Manager's Report, Trustees scheduled an Ad Hoc Economic Development Committee meeting for Tuesday, March 12 at 6:30pm. Under Consent, the Board passed a Resolution that approves a Frist Amendment to the Power Supply Agreement with MC Squared (MC2) Energy Services, LLC. MC2 is the electricity supplier for the Village's Electrical Aggregation Program. During the Planning & Zoning Committee Report, Trustees approved a Resolution for a Plat of Consolidation for 1833-1837 Maple Avenue (Plan Commission Docket No. 13-03). Under the Public Safety Committee Report, an Ordinance passed which authorizes the disposal of surplus Police motorcycles and the purchase of two (2) allowing for the Harley-Davidson Electra Glide Motorcycles from Lake Shore Harley-Davidson.

There will be an Administration and Finance Committee meeting on Monday, March 4 at 6:30pm to review the draft annual budget for FY 2013/14. The next Regular Board of Trustees meeting will be on Tuesday, March 12.

MEETING WITH CONGRESSWOMAN JAN SCHAKOWSKY

On Friday, Village President Sandy Frum, Finance Director Jeff Rowitz and Assistant to the Village Manager Kendal Maltas met with Congresswoman Jan Schakowsky and two of her District aides. Schakowsky is the U.S. Representative for the 9th District. After redistricting was completed last year, a portion of Northbrook moved in to the 9th District. The meeting was held to discuss Northbrook and any areas in which the Representative's office could be of assistance. One future project discussed was the Skokie Valley Bike Trail, a project that includes many of the municipalities that Schakowsky represents.

YOUTH COMMISSION QUIZ BOWL

On Thursday evening, 8th graders from Field Middle School, Maple Junior High, Northbrook Junior High, Wood Oaks Junior High, and St. Norbert School came together for an evening of fun and scholastic competition. In a narrow win, the team from Northbrook Junior High captured its fourth championship in a row. The event reached its crescendo, as the winner was decided on the final question. Congratulations and thanks to all who participated. The event will be aired on NCTV, starting today at 8:00AM and 4:00PM.

WINTER WEATHER OPERATIONS

Public Works conducted snow and ice control operations throughout this week. Heavy, wet snow began to fall around noon on Tuesday and a full plow operation was underway shortly thereafter. Snow removal operations continued through the night and into the next day. In total, Northbrook received over 5.5 inches of snow.

The Public Works Department plows streets from curb to curb to maintain the width of the roadway and clear storm drains to help mitigate flooding issues when the snow begins to melt. Wet, heavy snow, like we had earlier this week, is much more difficult to plow and requires the driver to maintain a steady speed in order to effectively clear the roadway. The weight of the snow can damage mailboxes as it moves off the plow into the parkway. If the Public Works Department receives a call that a mailbox has been damaged, a crew will inspect it and if it was the result of the Village hitting it, we will repair the box, replace it with a standard box, or the resident may opt to receive a check for \$40.00 for the purchase of a new box. Staff has been working since Wednesday to respond to approximately 20 mailbox related calls.

Staff plows snow in the commuter lots to the corners of the lots and the end of parking rows to maintain as many spaces for parking as possible. Throughout the winter season, the snow piles have grown and now block several spaces. A crew will work Saturday morning to clear the commuter lots and transport the snow to one of the Park District's parking lots off Techny Road. The Village has maintained a successful partnership with the Park District for the storage of snow to ensure that adequate parking is available in the commuter lots.

Crews have been out salting streets to mitigate today's flurries and will be loading trucks with salt and fuel to prepare for the 1-3 inches of snow that is forecasted for Monday.

POLICE DEPARTMENT SWEARING IN

The Police Department welcomes Patrol Officer Brendan Cain who was sworn in Friday morning, March 1. Brendan's hometown is Minooka, Illinois and he is a graduate of Eastern Illinois University. He will begin his 12 weeks of academy training at the Suburban Law Enforcement Academy at the College of DuPage. Following this training, he will return to Northbrook for ten weeks of field training. Welcome and congratulations Brendan!



ACCIDENT AT DUNDEE AND SKOKIE RESULTING IN FATALITY

On Thursday afternoon, February 28, Northbrook fire and police units responded to a motor vehicle accident at the intersection of Dundee and Skokie involving four vehicles. The passenger of one of the vehicles was pronounced dead at the scene. The driver of the same vehicle was transported to Evanston Hospital, a Level I Trauma Center, in serious condition. Paramedics evaluated the other three occupants who refused transportation to the hospital. NORTAF's Major Crash Assistance Team investigated the accident. Fire Department Squad 12 remained on scene to assist Police with lighting, traffic control and scene protection. Additional fire personnel performed an extrication of the victim following the investigation. (Photo courtesy of Tim Olk)



POLICE DEPARTMENT ACTIVITY

Police are investigating a burglary to motor vehicle occurring on February 27 on the 3000 block of Commercial Avenue. A work van parked in a rear lot was broken into and numerous power tools removed.

NORTHBROOK FIRE RESPONDS TO ROLL OVER ACCIDENT AT JEWEL

On Tuesday, February 26, at approximately 10:30am, the Fire Department responded to a reported rollover accident in the parking lot of the Jewel located in the Rural Fire Protection District at Lake Cook & Waukegan roads. Deerfield's ambulance happened to be in the area and assisted Northbrook. The driver of a car lost control, crossed a median, and drove over an unoccupied car before rolling over and landing on its roof. The driver was still in the car when the fire department arrived. The driver was removed from the car uninjured and refused transport to the hospital. Deerfield police are currently investigating the cause of the accident.



WILLOW ROAD CONSTRUCTION

On Thursday, Village Engineer Paul Kendzior attended the pre-construction meeting for the reconstruction of Willow Road between Waukegan Road and the Edens Expressway. Construction is expected to begin in mid-March, depending on factors such as weather conditions and utility relocations. Initial work includes continued utility relocations and the excavation of the south side of the roadway to facilitate the installation of temporary pavement. This work is expected to take approximately two months and will be completed with only daytime lane closures.

When finished, Willow Road will have two lanes in each direction with additional turning lanes at major intersections. Waukegan Road will have two thru lanes, dual left turn lanes and exclusive right turn lanes for both approaches at the Willow Road intersection. The anticipated completion date is October 31, 2014.

Additional project information is available on the construction information page of the Village website: <http://www.northbrook.il.us/index.aspx?page=420>

UPCOMING LAKE COOK ROAD LANE CLOSURES

On Monday, March 4, some utility relocation will be occurring on Lake Cook Road that necessitates daily lane closures (moving) on the west bound Lake Cook Road. These closures will occur between 9am and 3pm, beginning at the Metra Overpass through Carlisle Avenue. It is anticipated that the work should be completed within three (3) days. Additional project information is available on the construction information page of the Village website: <http://www.northbrook.il.us/index.aspx?page=420>

WEEK OF MARCH 4, 2013

MON.	3/4	6:30 p.m.	Administration & Finance Committee/Budget Workshop – Terrace Room
TUES.	3/5	9:00 a.m.	Department Head Staff Meeting - Terrace Room
		7:30 p.m.	Plan Commission Meeting - Board Room

WED. 3/6

No Meetings

THURS. 3/7

7:00 p.m.

Arts Commission - Terrace Room

7:00 p.m.

Community Relations Commission - Library

FRI. 3/8

No Meetings

SUN. 3/10

Daylight Savings Time begins