

**MEMORANDUM**

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: December 23, 2011**

**RE: STAFF BRIEFING**

**WEEK OF DECEMBER 19, 2011**

**PLAN COMMISSION**

On December 20, the Plan Commission held a public hearing on an application requesting that the property at 1049 Keystone be rezoned from C-2 Neighborhood Commercial to R-5 Single-Family Residential. No member of the public spoke during the public hearing. After closing the public hearing, the Plan Commission, by a vote of 7-0 (with two members absent), adopted a resolution recommending approval of the rezoning.

The Plan Commission's January 3 meeting has been cancelled, so the next scheduled meeting of the Plan Commission will be Tuesday, January 17.

**BULLS APPEARANCE AT NORTHBROOK COURT**

While a large crowd was anticipated for the Bulls autograph session at Northbrook Court on Wednesday, December 21, an estimated 7,000 people swarmed the interior court. Northbrook Court security had prearranged with the Police Department for a detail of six Police Officers to help manage the crowds. Shortly after the first detail officer arrived and reported that people had begun arriving as early as 5:30am, it was realized a police detail of six would not be sufficient. The crowd, who had gathered outside the mall doors, had overgrown the arrival site and constructed stage. While Northbrook Court security called in several of their own security officers from out of state, the Police Department activated a level 2 ILEAS plan (ten Police Officer response). A unified Command Post was established with Police, Fire and mall security on the exterior of the mall. Police Detail Sergeant and Fire Operations Chief set up an interior post at the center of the mall at one of the seven autograph stations. Twenty-two Northbrook sworn police staff, including Administration and Investigations personnel along with two civilian Community Relations staff, responded to assist with crowd control. As ILEAS responders began arriving they were directed to the other six autograph stations and general interior and exterior crowd control. Fire Department emergency medical personnel and three Fire Prevention Bureau inspectors were assigned to the interior of the mall and assisted with identifying potential hazards; reported elevator overcrowding and means of egress. Chicago Bulls management arranged for a contingent of approximately 20 security/staff personnel to assist. At the height of the event, a five year old fan got lost in the crowd but after an hour-long search, was eventually found and rejoined with his sister. Having the extra resources available and radio communications certainly aided in locating the lost child in such an overwhelming environment.

Northbrook Court management realized their visitor set-up was not going to work with the massive turnout and with the help of Police personnel they rearranged lines and signing stations to maintain a safe environment and accommodate as many Bulls fans as possible. The combined efforts of Fire, Police, Northbrook Court Security and the Chicago Bulls management team assured most of the fans that they would get their mementos and not be turned away disappointed. The Bulls players accommodated their fans by staying to sign autographs for all those who were promised one. **(Picture on next page)**



#### COMCAST TO FEATURE LONDON'S NEW YEAR'S DAY PARADE LIVE ON CHANNEL 101

What started out as a simple inquiry by Trustee A.C. Buehler asking if there was any way to get footage of GBN's Marching Band at the London New Year's Day Parade on our local Comcast access channel, turned into a regional live broadcast! Thanks to the folks at Comcast, they will be carrying the London New Year's Day Parade LIVE on Comcast Channel 101 throughout the greater Chicago area. Residents will have to wake up early as the parade steps off at 11:45 a.m. Greenwich Mean Time, which is 5:45 a.m. our time. Special thanks to Comcast for arranging to carry the live satellite feed on Cable Channel 101 and Congratulations to our GBN Marching Band!

#### REDISIGNED VILLAGE NEWSLETTER

The completely redesigned Village newsletter will be delivered to all Northbrook postal customers next week. Our Village newsletter was recently redesigned to complement our Village website ([www.northbrook.il.us](http://www.northbrook.il.us)), which was launched last January. While the newsletter has been through several iterations during its lifetime, the most "recent" update was in 1991. Pictured to the right are Village newsletters from 1960-80. As part of the redesign, staff will begin to layout the newsletter "in-house" as a future savings associated with production costs. We hope all residents and businesses enjoy our new look and find the changes to help facilitate more effective communications with the Village.



#### FIRE DEPARTMENT AWARDED GRANT

Northbrook Fire Department was one of six Illinois fire departments to have been awarded federal grants to help buy equipment and enhance firefighter health and safety. This grant will provide (80/20) funding to install new vehicle exhaust extractors in Stations 10 and 11 next year. Congratulations to District Chief Jim Richards, and Administrative Assistant Barb Krier (retired) for their work on this grant application.

The funding was provided through the Department of Homeland Security's Assistance to Firefighters Grant

Program. The competitive program aims to strengthen the nation's overall level of preparedness and ability to respond to fire and fire related hazards.

#### BURGLARIES

Since Friday evening, December 16, three residential burglaries were reported and are being investigated. They occurred in the 600 block of Anthony Trail and two in the 1100 block of Cayuga Drive. Items removed included a checkbook, jewelry and a safe containing various pieces of jewelry.

Two burglaries from motor vehicles were reported this week. An IPASS transponder and sunglasses were removed from an unlocked vehicle in the 2500 block of Oak Avenue and a locked vehicle at 5 Revere drive was broken into and a radar detector removed.

Canvasses were conducted of all areas and the scenes processed by Evidence Technicians. Investigations has been assigned to the cases.

#### AGGRAVATED ASSAULT

On Monday, December 19, during a traffic dispute in the 1500 block of Lake Cook Road, a motorist pointed a black handgun out his window and made a verbal threat to another motorist. The offender was apprehended and after a search by K-9 Jack, the plastic BB pistol was located and the offender arrested and charged with aggravated assault, possession of cannabis and possession of drug paraphernalia.

#### DRYER FIRE IN LAUNDROMAT

Sunday, December 18, firefighters were called to a Laundromat in the 2800 block of Dundee Rd. for a fire in one of the clothes dryers. Police arrived on the scene first and used a dry chemical extinguisher on the fire and evacuated the store as the first engine company arrived on the scene. Firefighters checked for extension, ventilated the building and shut off power to the affected unit. There were no injuries and the damage was estimated at \$1,200. Cause of the fire is under investigation.

#### SHERMER ROAD BRIDGE OVER MIDDLE FORK CLOSURE

We have been informed by the Illinois Department of Transportation (IDOT) that they have awarded the construction contract for the beam and deck replacement for the Shermer Road bridge over the Middle Fork to Lorig Construction in the approximate amount of \$365,000. The bridge is located on the segment of Shermer Road that is between Lee and Dundee Roads. To complete the specified work the bridge will have to be closed. The contract specifications indicate that the bridge cannot be closed to traffic before May 1, 2012 and must be reopened by July 31, 2012. The detour route will be Dundee and Waukegan Roads.

#### CAR INTO A BUILDING

A 15-year-old, driving with a learner's permit, jumped a parking curb and struck a building in the 800 block of Skokie Blvd. Although the car was virtually totaled, no injuries were sustained to the driver or passenger, and only minor damage was done to the building. Fire and police were called to assess the scene. A representative from the Building Department was also called out as a precaution to verify that was no serious structural damage to the Office Building.

#### CERT GRADUATION

This week the 2011 CERT Academy concluded with a final disaster simulation taking place at Northbrook Fire Station 11. Class members are trained as first responders, and on graduation day, are given a chance to demonstrate their skills in incident command, search and rescue, and first aid. Fire Chief Nolan was on hand to award graduation certificates and thank each class member for their service to the community.



### TECHNY ROAD JURISDICTIONAL TRANSFER PROJECT

A request for proposals (RFP) for construction engineering services for the Techny Road Jurisdictional Transfer Project (which includes the Techny Drain Phase III and IV stormwater projects) has been sent to prospective firms this week with responses due back on January 24. As part of this project the Cook County will be reconstructing the section of Techny Road between Shermer Road and Pflingsten and then transferring ownership of the road to the Village. While the Village has budgeted for the project in the CIP and will do so in the FY 2012/13 budget, a significant portion of the construction costs and construction engineering services as well as the design costs will be reimbursed by Cook County. The project will also include the construction of a larger storm sewer that will improve the flooding conditions for residential areas nearby.

### WATER MAIN IMPROVEMENTS

Preliminary design work has begun for next year's Water Main Replacement Program, which will include main replacements on Shannon Road, Woodbine Lane, Crestwood Drive, and possibly Western Avenue. Pavement rehabilitation is also scheduled on Shannon Road, Woodbine Lane, and Western Avenue next year to take advantage of savings resulting from better sequencing of work.

### WATER MAIN BREAK AT CRABTREE LANE AND ADELAIDE DRIVE

Public Works Crews was notified of a possible main break in front of 1026 Adelaide Drive on the 6-inch diameter cast iron water main during the morning of Friday, December 23. Crews are working now to repair the two holes in the main. Residents on Adelaide Drive, between Peachtree and Crabtree, and several households on Crabtree Lane, west of the intersection, are without water as of 2:00 p.m. this afternoon and may be out for 4-5 hours.



### WATER TOWER UPDATE

The Public Works Department has installed pressure relief valves on six hydrants throughout the Village while the new water tower is being brought online and while the pressure in the distribution system has been increased as part of that process. The purpose of these valves is as the name suggests, to relieve pressure on the water main thereby reducing the likelihood of a main break. We anticipate that these pressure relief valves will remain installed for the next month or so while the distribution system pressure stabilizes with the new tower coming online. In the meantime, the hydrants are operational and available for use by the Fire Department should the need arise.

**WEEK OF DECEMBER 26, 2011**

<b>MON.</b>	<b>12/26</b>		<b>Christmas Day Observed - Village Hall Closed</b>
			<b>Kwanza</b>
<b>TUES.</b>	<b>12/27</b>	7:30 a.m.	ICDC - <b>Cancelled</b>
		9:00 a.m.	General Government Staff Meeting – GGCR
		10:00 a.m.	SEL Discussion Group - Board Room
		7:00 p.m.	Eagle Scout Ceremony - Board Room
		7:30 p.m.	Regular Meeting of the Board of Trustees - <b>Cancelled</b>
<b>WED.</b>	<b>12/28</b>		<b>Hanukkah Ends</b>
<b>THURS.</b>	<b>12/29</b>		<b>No Meetings</b>
<b>FRI.</b>	<b>12/30</b>		<b>No Meetings</b>
<b>SAT.</b>	<b>12/31</b>		<b>New Year's Eve</b>
<b>SUN.</b>	<b>1/1</b>		<b>New Year's Day</b>
<b>MON.</b>	<b>1/2</b>		<b>New Year's Day Observed - Village Hall Closed</b>