

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: November 9, 2012

RE: STAFF BRIEFING

WEEK OF NOVEMBER 5, 2012

CLARIFICATION ON POSTCARD RECEIVED FROM VEOLIA ENVIRONMENTAL SERVICES

Residents should have received a postcard in the mail this week regarding a settlement agreement that resulted from a lawsuit against Veolia Environmental Services North America Corp. (the parent company of the Village's residential waste hauler). The settlement agreement required that postcards concerning the settlement be sent to Veolia's entire customer base, which includes Northbrook residents. **Although the postcard was required to be sent to all of their customers, customers who are serviced under a Municipal Agreement, like Northbrook residents, are not a party to the lawsuit or the settlement.**

ADMINISTRATION AND FINANCE COMMITTEE MEETING

On Monday, the Administration and Finance Committee met to discuss the first draft of the Village's 5-year Capital Improvement Plan (CIP) and the 2012 Property Tax Levy. Staff presented information regarding the levy, highlighting that there is no expected increase to the General Fund portion of the levy for the next fiscal year, and that some pension contributions (which are a component of the levy) will increase in order to comply with actuarial calculations. The 2012 Property Tax Levy will be discussed again at the December 11 Regular Meeting of the Board of Trustees.

The majority of the discussion on Monday evening focused on the 5-year CIP, specifically those projects planned for FY13/14. We will be exploring these more in a Public Works Committee meeting before presenting the draft 13/14 operating budget in February.

ARCHITECTURAL CONTROL COMMISSION MEETING TO BE RESCHEDULED

The November 8 meeting of the Architectural Control Commission was cancelled due to a lack of a quorum. Staff is working to reschedule the meeting to a date later this month. The ACC is in the midst of reviewing the 2012 building codes. There was also a building code violation issue to discuss and four single-family home elevations to review.

SENIOR SERVICES COMMISSION MEETING

The Senior Services Commission met on Thursday for their regular meeting. As they do a few times per year, the meeting was held at Crestwood Place. The agenda focused on review of the first draft submitted by Realty and Mortgage regarding the expected building repairs and capital improvements over the next several years. These will be discussed in more depth when the Commission meets in January to consider the proposed budget for the facility. Realty and Mortgage representatives also discussed the topic of employee bonuses, and the Commission directed that this topic be discussed during the budget discussions in January as well. It was determined that the Chair of the Senior Services Commission will work with the Chair of the Community Relations Commission to develop a presentation to the Village Board on the Village-to-Village subcommittee and Commission findings in either December or January. In addition,

several Crestwood residents spoke about concerns with parking at the facility, and building management indicated that they would continue to monitor problems and will work to resolve them as best as they are able. The next Commission meeting will be held on January 10, 2013.

EARLY VOTING TOTALS

Northbrook Village Hall was one of 43 Early Voting sites designated for suburban Cook County for the November 6 Presidential Election. Early Voting took place from October 15 through November 3. The total number of votes casted at Northbrook during the 12 days was 8,111. This compares to 4442 in the 2008 Presidential Election when the early voting period ran for 15 days. This high level of voter turnout is consistent with every other election where the Village Hall has provided Early Voting for Cook County residents. The total number of votes during this Early Voting period in Cook County was 228,694.

POLICE ACTIVITY

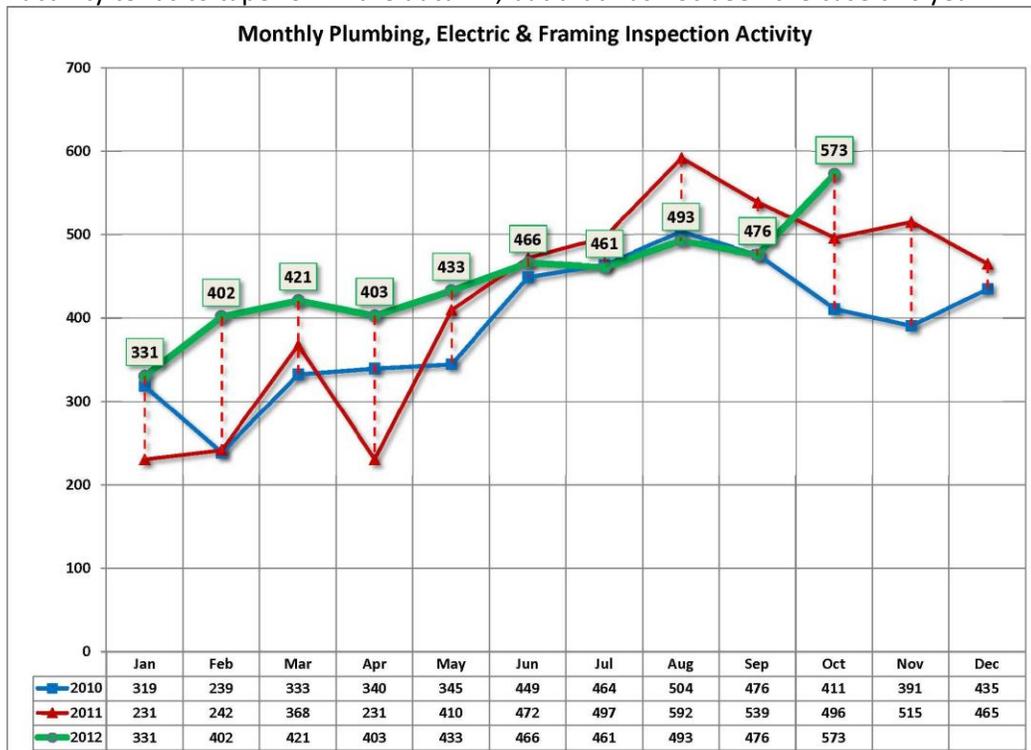
Police arrested three subjects on Thursday evening for burglary and trespass to motor vehicles. Twelve vehicles parked at residences on Shannon, Greenwood, Crabtree and Crimson were broken into. One subject was taken into custody at the scene and the two fleeing subjects were later apprehended. All three arrested subjects are from Chicago.

A residential burglary occurred on Bridlewood Road Wednesday, November 7. Various pieces of jewelry were removed. The home has an alarm system; however it was not armed on the day of the burglary.

The MCAT team was called out on Thursday, November 8, at approximately 6:45pm to investigate a bicycle vs. motor vehicle crash in Skokie. A 68 year old male, Skokie resident was crossing westbound on Skokie Boulevard and was struck by a vehicle that was southbound on Skokie Boulevard. The bicyclist was transported to St. Francis Hospital and is not expected to survive.

BUILDING ACTIVITY CONTINUES TO SHOW STRENGTH

The Department of Development & Planning Services continues to see high levels of building activity in the community. Inspections for October were especially high, as shown in the graph below. Historically, inspection activity tends to taper off in the autumn, but that has not been the case this year.



OLD WILLOW ROAD TEMPORARY CONNECTION TO PATRIOT BOULEVARD

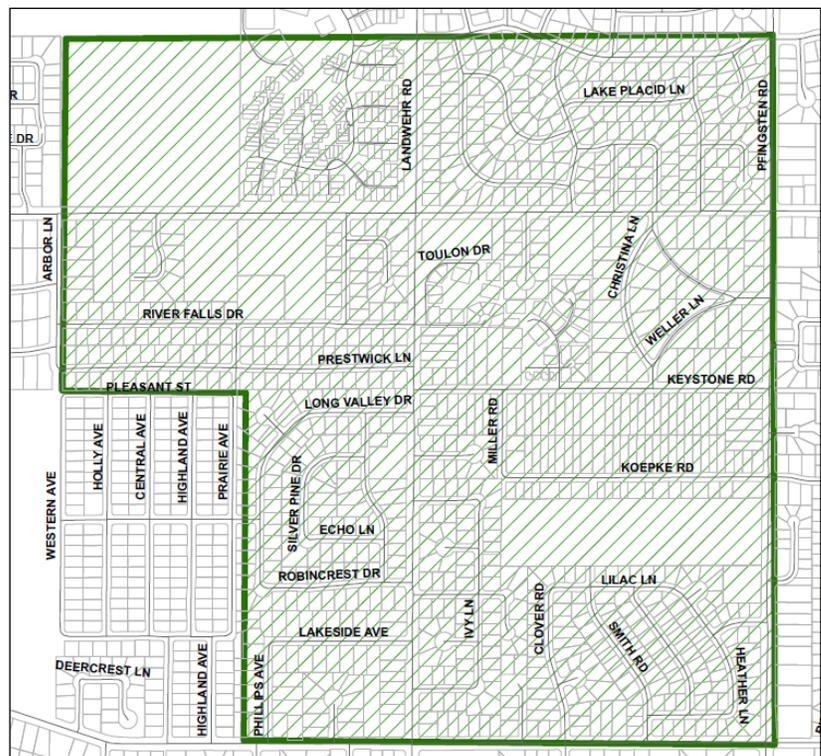
Work pertaining to a temporary connection of Old Willow Road and Patriot Boulevard is currently underway. This week, the contractor completed curb and gutter and base course improvements, with paving and shoulder restoration scheduled for early next week. Work on the temporary signal at the new intersection of Old Willow Road and Patriot Boulevard will commence next week. Staff anticipates major construction will be complete by Friday, November 16, with the intersection open to traffic early in the week of November 19.

2012 WATER MAIN IMPROVEMENTS

The project's concrete subcontractor, Alliance Contractors, has been working to wrap up the replacement of sidewalks and concrete street panels that were removed to facilitate the installation of the new water mains. Part of this work requires the replacement of some of the concrete on Shannon Road just west of Pfingsten Road. During the replacement process, traffic will not be allowed to exit the subdivision at the Pfingsten/Shannon intersection. Residents have been asked to use Donegal Lane and Cherry Lane to exit the subdivision during construction. Traffic will still be allowed to enter the subdivision at the Pfingsten/Shannon intersection. It is anticipated that the intersection will be reopened to two-way traffic on Friday, November 16. A letter stating this information was hand delivered to area residents earlier this week.

TREE TRIMMING

The Village's contractor, Nels J. Johnson Tree Experts, has begun the Village's parkway tree trimming program in the area north of Techny and east of Pfingsten. Each year approximately 2,000 parkway trees are trimmed to prevent unnecessary damage during storms, protect pedestrians and motorists from low hanging branches, promote the health of parkway trees, and ensure that trees are aesthetically pleasing. Trimming work is done in accordance with professional standards and is scheduled for the dormant season to avoid unnecessary damage or trauma to the tree. The Village's current contract has the Village on a 7-8 year trimming cycle. The map shows the area where the contractor will be conducting the 2012/13 program.



TECHNY ROAD PROJECT

Construction along Techny Road is nearing completion with the final asphalt surface course work occurring this week. Work for next week includes completing the surface course for the street returns and driveways, placement of the temporary pavement markings, installing the roadway signage and re-opening Techny Road to two-way traffic. The project is now approximately 85% complete. The photo depicts crews installing asphalt on Techny Road.



NORTHBROOK FIRE AND PUBLIC WORKS PARTICIPATES IN HUNGER RESOURCE NETWORK COMMUNITY OUTREACH DAY

On November 2, 2012, Hunger Resource Network, a not-for-profit, all volunteer Organization dedicated to the alleviation of hunger, held its Community Outreach Day in front of Sunset Foods in Northbrook. Members of the Northbrook Fire Department, Public Works Department,



Northwestern University athletes, football coach, and many other volunteers converged Saturday to distribute 80,000 pounds of frozen chicken to food pantries, agencies, homeless shelters and soup kitchens, serving those in need.

NORTHBROOK TOWER 12 RESPONDS TO GLENVIEW FOR APARTMENT FIRE

At approximately 10:00pm on Saturday evening, November 3, Northbrook's Tower 12 was requested by Glenview for a MABAS Box Alarm fire in an apartment on Central near Milwaukee. Firefighters were able to control the fire quickly and Tower 12 returned to Northbrook in about an hour. Northbrook's reserve truck was staffed with call back personnel while Tower 12 was in Glenview.

CONTRACTOR DONATES SINGLE FAMILY STRUCTURE FOR FIRE DEPARTMENT TRAINING



The fire department was able to use a single family home donated by Mark Carlson Builders to use for firefighter training evolutions. The training division used theater smoke (no live fire) and rescue manikins and multiple scenarios to allow for firefighters to evaluate their skills in high risk, low frequency rescue situations. Over 45 firefighters were able to train in the acquired structure over a three day period. Several neighbors stopped to watch and to share inquiries, providing a good opportunity to explain the purpose of the training

CAR FIRE ON EDENS SHUTS DOWN ALL LANES OF TRAFFIC

At approximately 6:30am on Tuesday morning, November 6, the Northbrook Fire Department was dispatched to the Southbound Edens for the reported accident with a car fire. Upon arrival, crews found a single vehicle had struck the center median wall and caught fire. The single occupant was able to exit the vehicle. The car fire was extinguished and the vehicle was totally lost and unable to be salvaged. Northbrook was assisted by Glencoe and all lanes of traffic were opened within an hour.



NORTHBROOK OUTDOOR SIREN MAINTENANCE AND TESTING ON WEDNESDAY, NOVEMBER 14

Braniff Communications is scheduled to perform an upgrade to (6) tornado siren sites in Northbrook on Wednesday, November 14, starting at 930am. Each siren will be tested once (OUT LOUD) for a duration of between 5 to 10 seconds to confirm operation. This audible testing will be kept to a minimum, but audible testing is required. Other simulated activations/rotations will be done silently. This work will take the better part of one full day. Please note that the TEST siren activations will be on Wednesday.

SHERMER ROAD LANE CLOSURE AT RR CROSSING IN DOWNTOWN NORTHBROOK ON SUNDAY

On Sunday, November 11, Metra will be conducting repair work at the Shermer Road crossing in Downtown Northbrook. The work will involve re-setting rails and replacing portions of the rubberized panels. One lane of Shermer Road will be closed while crews perform the work between 9am and 3pm. Metra personnel will conduct traffic control at the crossing, so a detour will not be necessary. There will be slight delays, so motorists should allow for extra time.

VETRANS DAY SERVICE ON SATURDAY

Remember our Veterans, as well as those currently serving, at this year's Veterans Day Memorial Service on Saturday, November 10. 10:30am at Northbrook Jr. High, 1475 Maple Ave. The American Legion and the Veterans of Foreign Wars invite all to assemble for a ceremony, which will include presentations from local veterans as well as Village President Sandy Frum. Plan to attend this special service complete with Color Guard and a Rifle Salute. Come out and thank our Veterans.

WEEK OF NOVEMBER 12, 2012

MON.	11/12		No Meetings
TUES.	11/13	7:30 p.m.	Regular Meeting of the Board of Trustees - Board Room
WED.	11/14	9:00 a.m.	Fire Fighters Pension Board Meeting - Shermer Study
		7:00 p.m.	Bicycle Task Force - Board Room
THURS.	11/15	6:30 p.m.	Stormwater Management - Public Works Center
		7:00 p.m.	EQC - Terrace Room
FRI.	11/16	11:30a.mm	No Meetings