

## MEMORANDUM

**TO:** STAFF

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** November 20, 2015

**RE:** STAFF BRIEFING

### WEEK OF November 20, 2015

#### NOVEMBER ADMINISTRATION AND FINANCE COMMITTEE MEETING:

The Village Board's Administration and Finance Committee held a meeting on Tuesday, November 17, to review the draft Capital Improvement Plan for fiscal years 2017 through 2021 and the proposed property tax levy for calendar year 2015. After staff presentations, the Committee recommended that the items in the Capital Improvement Plan move forward to be incorporated into the proposed budget for fiscal year 2016-2017, which will be approved in April, 2016. The Committee also recommended that the proposed levy be placed on the agenda for the December 8 regular Board meeting for formal approval.

#### ENVIRONMENTAL QUALITY COMMISSION MEETING

The Environmental Quality Commission held their monthly meeting on Thursday, November 19. The Commission discussed future initiatives including assisting with the monarch butterfly project, developing an adopt-a-river program and updating the green building ordinance. The next meeting of the Environmental Quality Commission is December 18.

#### YOUTH COMMISSION REGULAR MEETING

The Youth Commission held their monthly meeting on Wednesday, November 18. The Commission continued their review of their mission and vision. As they explore potential new models for how the Youth Commission serves the Northbrook community, they are also seeking partnerships with other community organizations such as the Northbrook Public Library. Partnerships like these will serve to bring more awareness to youth issues and activities, as well as garner additional resources and support. The next regular meeting of the Youth Commission is scheduled for December 16.

#### NORTHBROOK INTERFAITH COMMUNITY SERVICE

On Wednesday, November 25, at 7pm, all are invited to celebrate their gratitude by attending the Interfaith Community Thanksgiving Service at Temple Beth El, 3610 Dundee Road. The service is sponsored by Northbrook Clergy Association. Please bring some canned goods for a collection for the Northfield Food Pantry to share with those in need.

### NICOR MAIN REPLACEMENT

Nicor has begun work in the White Plains and Northbrook Knolls subdivisions. Work has been completed on Hawthorne Lane, Appletree Court, Appletree Lane, Crabtree Lane and Huckleberry Lane. Next week, Nicor plans to continue working south towards Cherry Lane finishing near Westmoor Elementary School. Once work is completed, Nicor will be restoring areas where they have excavated. Residents with questions on landscaping restoration should contact Nicor at 1-800-730-6114, ext. 4. Residents with questions about the project can contact Nicor at 630-816-5673.

### NOVEMBER 20-21 STORM PREPARATION AND REPOSE

Weather forecasts are predicting 5 to 7 inches of snow between Friday afternoon, November 20 and the evening of Saturday, November 21. Public Works vehicles have been loaded with salt, and crews will respond as the weather conditions dictate. The Village strives to have all streets cleared curb to curb and salted within four to six hours after a snowfall has ended. Residents and businesses are reminded that the Village's on-street parking ban goes into effect after two inches of snow to ensure crews can safely clear roadways.

## **Avoid the "Second Shovel"**



After a snow event has concluded, residents are asked to work with their neighbors to help clear fire hydrants to ensure that they are readily available in case of emergency. In addition, when clearing snow from driveways, residents are reminded to clear snow in the direction of traffic and to create a pocket on the opposite side of the driveway as shown in the diagram. By doing so, more snow that is pushed by the Village's plows will be dumped into the pocket and less on the driveway.

### HOLIDAY DECORATIONS UPDATE

The Village's contractor has completed installation of holiday lights on trees throughout the Central Business District (CBD). The holiday lights will be on during the evenings generally between Thanksgiving and New Year's Day. As part of the 2-year contract, the contractor will remove all lighting from the trees in early January. Village crews completed the installation of holiday banners in the downtown and began the installation of garland on light poles throughout the CBD.

### SCHEDULED TRAFFIC SIGNAL REPAIRS AT SKOKIE AND HENRICI

ComEd's contractor, Intren, has scheduled a 6-hour power outage affecting the traffic signal at Skokie Boulevard and Henrici Drive to make improvements to the local transformer and cable. The outage is scheduled for Tuesday, December 1, from 9:00am to 3:00pm. During the outage, the signal will run in an all red flash mode.

### SHERMER ROAD OVERFLOW STORM SEWER PROJECT

Berger Excavating is currently installing the 72" storm sewer through the parking lot of W.W. Grainger on Shermer Road. Due to the storm on Tuesday, the installation of the junction chamber on Illinois Road place will take place on Tuesday, November 24. The junction chamber will connect the 72" Storm sewer along Illinois Road to the 64" storm sewer located underneath the railroad.

## POLICE DEPARTMENT UPDATES

On Friday, November 13, at 5:45pm, Northbrook Major Crash Assistance Team representatives responded to the intersection of Howard Street and McCormick Boulevard in Skokie to investigate a crash involving a bicyclist and semi-trailer.

On Tuesday, November 17, Community Relations Supervisor Petka presented a seminar to approximately 15 members of Northbrook's VFW. Northbrook Officer Roger Scott, who is the Commander of the Post and served in the U. S. Air Force in active duty and Reserve status since 1981, assisted with the presentation which dealt with scams, identify theft, and various security measures.

Chief Wernick and Fire Chief Torres attended a forum on Tuesday evening, November 17, at the YMCA presented by founder, speaker and director of the Northshore Secret Heroin Problem Organization, PJ Newberg. Newberg, an activist fighting against the suburban Chicago heroin usage problem, addressed approximately 40 attendees on the issue, followed by a question and answer session from the audience. For more information on the North Shore Secret Heroin Problem, visit their website:

<http://northshoresecretheroinproblem.com>

The Village of Northbrook Angel Fund assisted 88 adults and 51 children who qualify who financial assistance by providing them with food gift cards to help in the purchase of a Thanksgiving meal with their families. This effort is in coordination with the Northfield Township Food Pantry. At times, the fund has also received donations from Divine Word at Techny, a few local churches and Glenbrook Hospital of the North Shore University Health System. This fund has been in effect for over fifteen years. The total amount in food cards provided this year was \$2,230. The fund helps augment what these individuals may already be receiving from the food pantry for the purchase of holiday food items.

## REGIONAL PUBLIC SAFETY EXERCISE HELD IN NORTHBROOK

In an exercise facilitated by Mutual Aid Box Alarm System (MABAS) Division 3, over 18 regional Police and Fire Departments first responders, along with several other local agencies, gathered to participate jointly for a public safety training exercise in Northbrook on Wednesday, November 18. MABAS Division 3 is comprised of the 18 Fire Departments along the Northshore area where an agreement exists to assist each other during an incident that may exceed a department's normal resources. The event gave participants an opportunity to assess and improve their preparedness, response and recovery plans. By allowing first responders to match their plans against a detailed exercise, participants were able to evaluate the key challenges posed by the scenario, and could then share their outcomes and observations with facilitators.



This training has been a yearlong effort by MABAS Division 3 and included:

- Classroom training for command officers and department training officers.
- 9-Day MABAS Division 3 drill held at NIPSTA and attended by over 800 firefighters and police officers.
- Training of over 1,000 firefighters and police officers from 18 departments in MABAS Division 3.
- Evaluating training efforts through this final exercise.

The exercise was just one step in an ongoing process for local jurisdictions to work collectively to raise the area's level of preparedness and improve its capabilities to respond and recover from a local or regional catastrophic event.

Members of the Northbrook CERT (Community Emergency Response Team) participated in the MABAS drill on Wednesday November 18, 2015. CERT members helped facilitate the drill flow and safety of participants. This opportunity also allowed CERT members to see patient triage (sorting by injury level) and treatment, which is a significant part of their training, and how they would interact in a large-scale multi-patient event.



The following agencies were instrumental in their support of this training initiative:

- MABAS (Mutual-Aid Box Alarm System) Division 3
- MABAS-Illinois
- Illinois Emergency Management Agency
- Cook County Department of Homeland Security and Emergency Mgmt.
- Illinois Tactical Officers Association (ITOA)
- Northeastern Illinois Public Safety Training Academy (NIPSTA)
- Village of Northbrook
- Techny Towers Conference and Retreat Center

**Attached photos in this item courtesy of Hagerty Consulting, photographer Phil Dzedzic**

#### FALLING TREE INJURES TWO IN FOREST PRESERVE

On Sunday, November 19, at 2:30pm, Northbrook Fire and Police units responded to Somme Woods Forest Preserve for the report of an injured person. Upon arrival, crews found two individuals who were struck by a tree that they were cutting down as part of a forest preserve restoration project. Fire personnel assisted one individual out of the forest preserve and the second person was moved by an all-terrain vehicle (ATV) due to their injuries. Both patients were transported to local hospitals in stable condition. The cause of the accident is currently under investigation by the Cook County Forest Preserve District.



NORTHBROOK UNITS RESPOND TO FATAL HOUSE FIRE

On Sunday, November 15, at 1:15am, Northbrook Police and Fire units responded to the 1300 block of Edgewood Lane for a residential structure fire. Upon arrival, Fire Department units encountered heavy fire with a report of one occupant unaccounted for. The incident was elevated to a Box Alarm level bringing in additional resources from 11 surrounding communities. It took approximately one hour to bring the fire under control and the unaccounted for occupant had perished in the fire. The cause and origin of the fire is currently under investigation.

WEEK OF November 23, 2015

|               |              |           |   |
|---------------|--------------|-----------|---|
| <b>MON.</b>   | <b>11/23</b> | 7:30 p.m. | Zoning Board of Appeals – <b>Cancelled</b>                        |
| <b>TUES.</b>  | <b>11/24</b> | 7:30 a.m. | Industrial & Commercial Development Commission – <b>Cancelled</b> |
|               |              | 7:30 p.m. | Regular Meeting of the Board of Trustees – <b>Cancelled</b>       |
| <b>WED.</b>   | <b>11/25</b> | 7:00 p.m  | <b>Interfaith Community Service – Temple Beth El</b>              |
| <b>THURS.</b> | <b>11/26</b> |           | <b>Thanksgiving Day – Village Hall closed</b>                     |
| <b>FRI.</b>   | <b>11/27</b> |           | <b>Day after Thanksgiving – Village Hall closed</b>               |

