

## MEMORANDUM

**TO: STAFF**

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

**FROM: Rich Nahrstadt, Village Manager**

**DATE: November 24, 2010**

**RE: STAFF BRIEFING**

### WEEK OF NOVEMBER 22, 2010

#### INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMISSION

At its November 23 meeting, the Commission brainstormed additional ideas for the *Shop Northbrook* campaign. The Commission asked staff to come back with a plan for the campaign at a future meeting. The Commission was also presented with an update regarding staff's work on new downtown signs and new downtown public parking directional signs. The Commission unanimously adopted a motion supporting the new downtown signs and new downtown parking public parking directional signs. The Commission cancelled its December 21 meeting, and its next meeting will be a joint meeting with the Economic Development Committee on Wednesday, January 12.

#### EMERGENCY REPAIR FOR STATION 11 GENERATOR

A few weeks ago, Fire Station 11's standby generator failed during a recent thunderstorm, leaving station 11, Fire Headquarters and the EOC without standby power. Staff made temporary repairs to the generator. The storm and resulting power outage on November 22 caused the problem to crop up again, this time seriously damaging the switching hardware. Two motors that power the transfer switch have failed, which now requires that staff manually switch the power from ComEd to the generator when the building experiences a power failure. Dave Van Ryn has requested vendor quotes and will choose a contractor by next week. Staff estimates that he repair will likely cost about \$20,000.

#### RESIDENTIAL BURGLARIES

On Friday afternoon, November 19, at approximately 3pm, a resident in the 4100 block of Bristol Court returned home after being notified by her alarm company that an activation had occurred. She advised the alarm company not to notify the Police. Upon returning home, she discovered a sliding door open and a jewelry box removed. Police then were called and observed a large brick had been thrown to break the window allowing entry.

An attempted burglary occurred on Saturday evening, November 20, in the 1800 block of Ivy Lane. Residents returned home and discovered that someone had tampered with the laundry room door. Police responded and surveyed the premises and neighborhood. No entry had been gained.

All scenes were processed and canvasses conducted. Investigations is following up on the cases.

#### ROLL-OVER ACCIDENT ON TOLLWAY SPUR

Early Sunday morning, November 21, firefighters and paramedics were called to the 30-mile marker on the Tri-State Tollway Spur (on ramp to the Edens Expressway) for a rolled over vehicle. On arrival they found 2 vehicles that had been involved in the accident, 1 of which had rolled over. Fortunately, all occupants were out of the vehicles and standing on the side of the road when they arrived. All occupants were checked by paramedics and signed refusals for transport. The incident was turned over to the Illinois State Police.

**FIRE IN CLOTHES DRYER**

Saturday, November 20, firefighters responded to the coin-op Laundromat in the 2800 block of Dundee Road for a fire in one of the clothes dryers. On arrival, they found that the occupants of the Laundromat had removed the items from the dryer and soaked them with water in a wash tub. Firefighters assessed the dryer and the surrounding area for any extension of the fire and provided natural ventilation to clear any residual smoke from the facility. Loss due to the fire was listed as being \$500. There were no injuries at this incident.

- WED. 11/24 7:30 p.m. Thanksgiving Interfaith Service – St. Norbert Church, 1809 Walters Ave.**  
**THUR. 11/25 THANKSGIVING DAY –Village Hall Closed**  
**FRI. 11/26 Day After THANKSGIVING DAY –Village Hall Closed**

**WEEK OF NOVEMBER 29, 2010**

- MON. 11/29 No Meetings**  
**TUES. 11/30 6:00 p.m. Administration & Finance Committee Meeting– Terrace Room**  
To Follow A&F Special Regular Board of Trustee Meeting – Board Room  
**WED. 12/1 11:30 a.m. Interfaith Clergy Lunch – Sportsman’s Country Club, 3535 Dundee Road**  
**THUR. 12/2 HANUKAH - begins at sundown**  
Arts Commission - Cancelled  
7:00pm Community Relations Commission –Northbrook Public Library  
**FRI. 12/3 HANUKAH**  
10am-Noon Blood Pressure Testing – Shermer Study