

## MEMORANDUM

**TO:** STAFF

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** November 2, 2012

**RE:** STAFF BRIEFING

### WEEK OF OCTOBER 29, 2012

#### VILLAGE CONTINUES TO BE "DOUBLE TRIPLE-A"

In connection with our upcoming bond sale, we received notification from Standard & Poor's on Thursday that they have affirmed our AAA bond rating. On Friday, Moody's announced that they too have affirmed our top rating of Aaa. Both agencies plan to release their full rating reports on Monday, November 5.

#### SUSTAINABILITY PLAN COMMUNITY MEETING

Earlier this year, the Northbrook Park District and the Village began the process of developing a joint sustainability plan. The plan's purpose is to identify the essential elements of community sustainability and provide comprehensive analysis and guidelines for the operation of Village and Park District activities. On Tuesday, October 30, the Village and Park District held a second community meeting to develop strategies to achieve the goals outlined at the first community meeting on October 3. Over 30 members of the community participated. The goals and strategies centered on issues such as water, open space/ecosystems, transportation, material resources, energy, and community development. The next step is for the consultant to take the information from the community meetings, online survey, and meeting with staff and develop a draft plan. After staff has reviewed the document, the plan will be presented to the Village and Park District Boards in early 2013.

#### COMMUNITY RELATIONS COMMISSION

At this month's meeting, the Commissioners reviewed the October Trivia Night event. For a first time event, it was well attended with over 70 participants participating. The event was well received and the Trivia Night subcommittee will work on a recommendation for future events. The Commission reviewed a statement of action that had been approved by the Senior Services Commission regarding the next steps for the Village-to-Village initiative in regards to seniors in Northbrook. The Village-to-Village subcommittee is comprised of both Community Relations and Senior Services Commissioners. A subcommittee has been formed for the Northbrook CRC Award and information about the award will be available in the January Village newsletter. The following CRC events have been placed on the calendar: Village Clergy Luncheon – December 5, 2012 and Black History Month Event – February 12, 2013 (TENTATIVE).

The next meeting of the Commission will be on Thursday, December 6.

#### TECHNY ROAD PROJECT

Construction along Techny Road continued this week with the installation of magnetic vehicle detector loops in the new pavement for the new traffic signal at the Techny/Pfingsten intersection. In addition, the contractor completed parkway restoration work on Pfingsten Road and on Techny Road west of the Pfingsten intersection. Work for next week includes completing the new surface course for Techny Road. Staff anticipates the re-opening of all lanes on Pfingsten and Techny Roads during the week of November

12, barring any inclement weather or unforeseen circumstances. The project is now approximately 80% complete.

#### 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 worked to remove the Patriot Boulevard median (see photo). Next week the contractor will perform curb and gutter and pavement work to facilitate the extension of Old Willow Road. Staff anticipates that the connection will be open by Friday, November 16.



#### 2012 WATER MAIN IMPROVEMENTS

Lenny Hoffman Excavating has completed the final connections of the new water main to the existing distribution system at the Crabtree/Woodbine and Shannon/Adelaide intersections. The contractor has also completed the abandonment of the old water mains by removing the old fire hydrants and valve vaults as well as installing caps on the end points of the old mains. The concrete subcontractor, Alliance Contractors, is in the process of replacing the sidewalks on the north side of Shannon Road and the west side of Crestwood Drive (see photo). The sidewalks were removed to facilitate the installation of the new water mains.



#### PUBLIC WORKS WELCOMES PROJECT MANAGER 1

Public Works welcomes Martin Sobanski, the Village's new *Project Manager 1*. Martin comes to us from the Village of Wheeling where he worked in their Engineering Department on capital projects and private developments. Martin will be assisting the Public Works Department with the design and construction of capital projects such as concrete streets rehabilitation, asphalt street resurfacing, and sanitary sewer lining. Welcome Martin!

#### STAFF PARTICIPATES IN COMED JOINT OPERATIONS CENTER DRILL

Staff from the Public Works, General Government, and Fire Departments participated in ComEd's first Joint Operations Center (JOC) Drill held at the Glenview Police Station on Thursday, November 1. The point of the drill was to simulate a large-scale outage in the Skokie-Techy Region and train those assigned to the Joint Operations Center, which will function during such an emergency. The drill was valuable for both municipal representatives and ComEd staff to walk through the process prior to an event occurring so that all know what to expect. Northbrook staff is "on call" beginning on Sunday, November 4 – Saturday, November 10, and should the Joint Operations Center be activated during that time, will be staffing the facility.

#### TWO SEPARATE ACCIDENTS ON EDENS REQUIRE ADDITIONAL FIRE APPARATUS

On Sunday morning, October 28, Fire crews were called to the 31-mile marker of the Edens Expressway for a report of a rollover accident on the southbound lanes. Upon arrival, crews found a car on its roof in the ditch several yards off the expressway. Witnesses stated the car flipped several times and skidded about 100 yards upside down coming to a rest off the roadway. The driver climbed out of the vehicle just prior to the Fire Department arrival. While fire crews were working this scene, a driver traveling on the northbound

side of the Edens crashed into another vehicle while looking at the initial crash scene. Another fire response was called in order to respond to the new incident. Paramedics treated five patients.

**QUICK RESPONSE BY FIRE DEPARTMENT AVERTS SIGNIFICANT FIRE**

Tuesday morning, October 30, during a routine detail assignment, Dominick’s store personnel alerted Firefighters that there was smoke coming from one of their large refrigerator units. Firefighters quickly extinguished a small fire in the unit and disconnected the power source to the refrigerator. The initial investigation determined the fire to be electrical in nature and damage estimates are being conducted by the store.

**FIRE DEPARTMENT COMPANIES COMPLETE HIGH RISE FIRE TRAINING AT RENAISSANCE NORTHSORE**

Mac MacGarry of L & M Training Consultants LLC worked with Northbrook Fire Department companies on proficient operations with installed fire protection systems with fire pumps. On October 23 and 25, Firefighters studied components, pressure settings, failures with contingency planning, and multi-story fire attack scenarios. Building Engineers from the Renaissance Northshore and from Jones, Lang LaSalle facilitated the training by allowing personnel to study their buildings and installed systems. Mac offered his time and expertise at no cost to the Village.

**HRN COMMUNITY OUTREACH DAY**

Hunger Resource Network and the HEAR Foundation, two local not-for-profit organizations dedicated to the alleviation of hunger, are hosting a Community Outreach Day on Saturday, November 3, from 7-10 am in the parking lot of Sunset Foods. Over 80,000 pounds of chicken will be distributed to local food pantries, homeless shelters and soup kitchens. Funds from donors and a grant from Village Treasure House allowed Hunger Resource Network and the HEAR Foundation to purchase the chicken from Miller Poultry via a generous, discounted offer. The Northfield Township Food Pantry is one of the agencies designated to receive a donation. Volunteers who signed up to assist with the distribution include the Northbrook Fire Department, Northbrook Public Works Department, Northbrook Civic, St. Giles Church and a 30 representatives from the Northwestern University Athletic Department.

**WEEK OF NOVEMBER 5, 2012**

<b>SAT.</b>	<b>11/3</b>	<b>9am-5pm</b> <b>7:30am-2pm</b>	<b>Last Day for Early Voting - Board Room</b> <b>Parent University - GBN</b>
<b>SUN.</b>	<b>11/4</b>		<b>Daylight Saving Time Ends- Turn back the Clocks</b>
<b>MON.</b>	<b>11/5</b>	<b>6:30 pm</b>	<b>Administration &amp; Finance Committee - Terrace Room</b>
<b>TUES.</b>	<b>11/6</b>	<b>6am-7pm</b> <b>7:30 pm</b>	<b>ELECTION DAY</b> <b>Precincts 2 &amp; 29 - in Board Room, Precincts 18 &amp; 46 at Library</b> <b>Special Plan Commission Meeting - Terrace Room</b>
<b>WED.</b>	<b>11/7</b>		<b>No Meetings</b>
<b>THURS.</b>	<b>11/8</b>	<b>5:30 pm</b> <b>7:00 pm</b>	<b>Architectural Control Commission - Terrace Room</b> <b>Sr. Services Commission - Crestwood Place</b>
<b>FRI.</b>	<b>11/9</b>		<b>No Meetings</b>