

**MEMORANDUM**

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: July 29, 2011**

**RE: STAFF BRIEFING**

**WEEK OF July 25, 2011**

**REGULAR BOARD OF TRUSTEES MEETING**

The Board held a regular meeting on Tuesday night. Under the Manager's Report, Commonwealth Edison representatives were present and provided a recap of the recent storms and the resulting effects on their system. It was noted that staff will be meeting with ComEd shortly to discuss reliability and infrastructure issues. Also under the Manager's report, an update was provided on the municipal partnering initiative the Village has participated in since late 2010.

Under Consent, three (3) Resolutions were approved: authorizing the renewal of a contract for tree trimming; authorizing an agreement for roadway condition surveying; and, authorizing an agreement for security upgrades at the Village's water production and distribution facilities. Also approved was an Ordinance amending the Annual Fee Ordinance to increase the number of Class B-1 liquor licenses. During the Planning & Zoning Committee report, there were two (2) preliminary reviews. The first was a review of the Zoning Board of Appeals recommendation to amend the home occupation standards in the zoning code. At this time, the Board does not believe this should be moved on to the Plan Commission. The second review was in regards to a request for a special permit to allow a synagogue in the Institutional Building District (2095 Landwehr) — the Board had no issue with this request and it was referred to the Plan Commission. The staff report regarding a handheld cell phone ban was referred to a future Public Safety Committee meeting. Under the Community and Sustainability report, the Committee's June 14 meeting minutes were approved.

The next Regular meeting of the Board of Trustees will be on Tuesday, August 9.

**STORM RESPONSE – JULY 23, 2011**

Beginning at about 11:30pm Friday, July 22, a storm cell "blew up" in Northbrook and quickly became a severe storm. Once this storm developed, it grew and was slow to move out of the area. Behind this storm was another, and the combination of the two brought with them 4.25 inches of rain. The strongest rains came between 12:30am-1:30am when 2-inches of rain fell over that one-hour period. During this time, we received peak rates of over 8-inches per hour with the average rate of rainfall being 3.6-inches per hour. With the rainfall we received Friday night and the previous morning, Northbrook had 5.26 inches of rain within a 24-hour period.

The heavy rains quickly inundated the storm sewer system and caused street and basement flooding throughout the Village. We also experienced numerous instances where residents were reporting sanitary sewer back-up. Within the Village's borders, there were as many as 23 streets/intersections closed due to

flooding that we witnessed. These flooded streets included the Cherry Lane underpass and the Lake-Cook Road underpass (Cook County's jurisdiction). There even was a stranded car in the Cherry Lane underpass that became completely submerged.

The Public Works, Police, and Fire Departments were busy responding to storm related calls for much of Saturday morning. During the storm the Police Department received 400 calls on 911 and non-emergency lines. The Fire Department responded to 42 incidents between midnight and 6:00am, and a total of 66 calls in a 24-hour period, due to the heavy rain and flooding conditions. Paid-On-Call (POC) firefighters were called in to staff reserve apparatus. Department divers were deployed to two incidents to assist with removal of trapped occupants in flooded vehicles and to check the hazards in the Northbrook West subdivision in the Rural Fire Protection District. Fire crews on Engine 11 also responded to a house fire in Deerfield while POC members on Engine 12 and Chief Nolan responded to an extra alarm fire in Glencoe. Both structure fires were caused by lightning strikes. The Northbrook Citizen Emergency Response Team (CERT) members were notified to create a list of volunteers to assist with recovery if needed.

Public Works had a full complement of crews that were working to respond to the 110 basement and street flooding calls we received. Staff from this department was also monitoring detention basins throughout the Village. By noon on Saturday, the water was receding, and by 2:00pm, nearly all the water had drained.

At the height of the storm, 2,800 ComEd customers were without power in Northbrook. On Saturday 2,600 customers had power restored with the remaining being restored on Sunday.

A preliminary damage assessment has been requested from the Cook County Department of Emergency Management identifying the number of residential flooded properties and costs incurred by the Village. The preliminary damage assessment is the first step in the disaster declaration process, which may result in FEMA reimbursement of municipalities for costs incurred because of the storm.

#### CHERRY LANE AND MEADOW ROAD BRIDGE DECK REHABILITATION

The Village of Northbrook will begin construction on the deck of the Cherry Lane Bridge that goes over the West Fork of the North Branch of the Chicago River during the week of August 8. Construction will take 7-10 business days, depending weather conditions. During construction, the bridge will be closed to motorists and pedestrians. A detour route has been established and is available at [www.northbrook.il.us/CherryDetour](http://www.northbrook.il.us/CherryDetour) Upon completion of the Cherry Lane bridge, construction crews will be beginning work on the Meadow Road bridge (approximately August 15). A notification about the construction was mailed to residents and businesses in the area of these projects.

#### DOWNTOWN QUESTIONNAIRE

Even though we have more than doubled our targeted response rate, we are still encouraging all community members, and those that shop and dine in Northbrook, to complete the on-line questionnaire, which can be found at the project home page [www.northbrook.il.us/downtownplan](http://www.northbrook.il.us/downtownplan). **People have until the end of the day, this Sunday, July 31, to complete the questionnaire.**

As a reminder, the software only allows one questionnaire to be completed from a computer. However, if someone has already completed the questionnaire, they can always go to the project home page and send us an e-mail or use the Comment Map to share more of their ideas and suggestions.

**SHARE YOUR IDEAS**  
About the Future of Downtown  
@  
[www.northbrook.il.us](http://www.northbrook.il.us)  
DOWNTOWN  
NORTHBROOK  
AREA PLAN

What are your favorite places in Downtown?  
What would make Downtown more attractive?  
What brings you Downtown?  
What would you like to have in Downtown?

Your Opinion Is Important To Us!  
Please take a moment to tell us your thoughts on Downtown Northbrook by completing our brief online questionnaire.  
CLICK HERE  
Tell Us On A Map!  
Use this interactive map to share in what works and what doesn't in Downtown Northbrook.  
\*Share your ideas, highlight community assets, and development opportunities.

### INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMISSION

At its July 26 meeting, the ICDC discussed recent power outages and ComEd's response. Commission members felt that ComEd could have done a much better job communicating with the public regarding the outages and that it appears ComEd's reduction in staffing levels significantly impacted its ability to bring power back on in a timely fashion. The Commission also discussed non-storm related electricity reliability issues and asked that Matt Morrison, the Village's liaison with ComEd, come to a future meeting to provide the Commission with a status report regarding any efforts by ComEd to address reliability issues throughout the community, particularly in business areas of the community. The Commission was also provided with an update regarding the CMAP study that looks at the impacts of changing how the State allocates sales tax revenue. The meeting ended with a presentation from staff regarding existing Village parking and loading standards and potential changes to the standards.

### MUTUAL AID TO PROSPECT HEIGHTS

Tuesday morning, July 26, Northbrook Aerial Tower 12 was called to a structure fire in a hotel on Milwaukee Road in between Prospect Heights and Wheeling. The fire had broken out in the laundry room and was contained by the time Northbrook firefighters arrived on the scene. Northbrook firefighters were assigned to assist with ventilation and other fire ground activities until the fire was struck out and companies were returned to their respective communities. The cause of the fire has not been determined. Fortunately, no one was injured during the fire.

### NARROWBANDING MEETING

All radio licensees in the United States must conform to a new frequency standard by January 1, 2013. This significantly affects our fire department as our radios fall within the frequency band most heavily affected by the new changes.

Tuesday, July 26, representatives from all RED Center communities met in the second of a series of meetings, to discuss each community's readiness for the changes. Fortunately, six years ago the Northbrook Fire Department began a multi-year changeover of radio equipment to handle the changes slated for 2012/13. Our radio equipment is now all capable of conforming to the new, "NARROW BAND" requirements of the FCC.

The committee is now centering their focus on modifying radio licenses to the new frequency criteria, planning the reprogramming of radios and coordinating the area wide changeover. An 18-month schedule has been put in place and we expect that all RED Center communities should be on-board by the January 1, 2013 deadline.

### LIGHTNING STRIKES HOUSE

Yet another rainstorm rolled in Wednesday evening, July 27, and firefighters were called to a home on "The Court of Cobblestone" in Ancient Tree Subdivision for a possible lightning strike. On arrival, companies found a 2' by 4' section of the roof that had been blown apart. Further investigation showed that there was no fire associated with this strike, but some drywall damage had also occurred within the home. Companies covered the damaged area of the roof with a tarp to minimize damage from water leaking into the home. No one was injured, and at this point, we do not have an estimate of the damage suffered to the home.

### WEEK OF AUGUST 1, 2011

<b>Mon.</b>	<b>8/1</b>		<b>Ramadan begins</b>
<b>TUES.</b>	<b>8/2</b>	9:00 a.m.	Department Head Staff Meeting – Terrace Room
		<b>6-9 p.m.</b>	<b>National Night Out Against Crime – Meadowhill Aquatic Center</b>
		7:30 p.m.	Plan Commission – <b>Cancelled</b>
<b>WED.</b>	<b>8/3</b>	7:30 a.m.	Ad Hoc Labor Relations Committee – Terrace Room
		<b>6-10 p.m.</b>	<b>Northbrook Days Starts - Village Green</b>
<b>THURS.</b>	<b>8/4</b>	<b>6-10 p.m.</b>	<b>Northbrook Days</b>
		7:00 p.m.	Arts Commission – Terrace Room
		7:00 p.m.	Community Relations Commission – Northbrook Library - Civic Room
<b>FRI.</b>	<b>8/5</b>	<b>6-10 p.m.</b>	<b>Northbrook Days</b>
<b>SAT.</b>	<b>8/6</b>	<b>Noon-11pm</b>	<b>Northbrook Days</b>
<b>SUN.</b>	<b>8/7</b>	<b>1pm-9pm</b>	<b>Northbrook Days</b>