

MEMORANDUM

TO: STAFF

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

FROM: Richard Nahrstadt, Village Manager

DATE: January 6, 2012

RE: STAFF BRIEFING

WEEK OF January 2, 2012

DOWNTOWN PLAN STEERING COMMITTEE

The Downtown Plan Steering Committee that had been scheduled for Monday night, January 9, has been **rescheduled to Tuesday morning, January 31, at 7:30am**. Prior to the meeting, the Committee will receive a copy of the draft plan to review. At the same time, the draft plan will be available to the public. At the meeting, the consultant will review the plan with the Committee, and the Committee will be given an opportunity to comment and suggest changes. The expectation is that at the conclusion of that meeting, the Committee will forward the plan on to the Board of Trustees for its consideration. The Board is tentatively scheduled to review the plan at the February 21 Committee of the Whole meeting.

COMMUNITY RELATIONS COMMISSION MEETING

Planning continued for the Commission's upcoming Black History Month event on Saturday, February 18 at the Northbrook Library. Prof. Vaughn Monroe of Columbia College will deliver a presentation entitled, *Tall, Dark and Handsome: The Evolution of the Black Leading Man*. The presentation will include a showing of various film clips and an interactive discussion. The Commission has worked with staff from Glenbrook North High School to include sociology and history students in this special event.

With the cooperation of the North Suburban YMCA, our Asian Heritage Celebration will move to a new venue this year. The event now includes contributions from our Russian and Indian neighbors. This year's event will also feature a Taste of Asia.

Please keep the following CRC events on your calendar: Black History Month Event – February 18, 2012; Asian Heritage Celebration - May 6, 2012; Welcome to Northbrook/Flamingo Friday Kickoff – May 18, 2012.

The next regular meeting of the CRC is scheduled for February 2, 2012.

ARTS COMMISSION MEETING

The Arts Commission held a brief meeting at a special time on Thursday evening (6pm instead of 7pm) to accommodate the opening reception of the Northbrook Originals show at the library. Commissioners discussed the upcoming Spring Art Workshops as well as the Commission's largest event, Art in the Park. The workshops have been finalized and applications are available. Planning for Art in the Park is underway, and the deadline for artists to apply is February 1. Commissioners also discussed the idea of preparing a detailed, annual report for the Board of Trustees and will address this idea further at a future meeting.

Please be sure to stop by the library during the month of January to view the art displayed from very talented Northbrook Artists.

The next regular meeting of the Arts Commission is scheduled for February 2, 2012.

DRYER FIRE AT NURSING HOME

On Sunday, January 1, Northbrook Fire Department was called to the Lake Cook Terrace Nursing Home around midnight for a fire isolated to a dryer and they quickly extinguished it. There was a significant amount of smoke generated by the fire, necessitating a prolonged ventilation operation. Smoke was confined to the basement, allowing for little disruption to nursing home residents. The dryer sustained a fair amount of damage and was tagged unserviceable by fire crews.

FIRE DEPARTMENT DIVERS ASSIST DEERFIELD POLICE

On January 1, at approximately 4:35pm, the Northbrook dive team was called to an incident in Deerfield where a car was driven into a retention pond (see picture at right). Deerfield police arrived first and broke the driver's side window to safely extricate the driver from the vehicle. A Northbrook diver assisted with the removal of the vehicle from the water and searched the area. No additional passengers were found.



NORTHBROOK FIREFIGHTERS ASSIST HIGHLAND PARK EXTINGUISH HOUSE FIRE

Thursday, January 5, at approximately 8:35pm, Northbrook Engine 11 assisted Highland Park Fire Department in extinguishing a house fire. Firefighters dealt with heavy fire conditions in the attic; however, no injuries were reported. Northbrook responded per our mutual auto aid agreement and a local call back for Paid-On-Call Firefighters was implemented to backfill the absence of an engine.

BURGLARIES

Over the weekend of December 30, unknown persons gained entry to a home in the 1800 block of Milton Avenue by prying open a rear door. The homeowners were out of town and a neighbor noticed an open front door. Upon return of the homeowners, it was determined that jewelry had been removed.

A delayed attempted burglary was reported to Police on Tuesday, January 3, to the Cove School on Lee Road. While school was out of session, unknown persons used a pick axe to pry open an exterior door. While the door was compromised, it does not appear that entry was gained to the building nor was anything missing from the school.

Over the New Year's weekend and this week, seven burglaries to motor vehicles were reported to the Police. They occurred in the 1700 block of Walters Avenue (unsure if vehicle parked in the driveway was secured), 1300 block of Briarwood Lane (unlocked vehicle), 3100 block of Pheasant Creek Drive (entry to vehicle unknown), 1200 block of Briarwood Lane (entry to three unlocked vehicles parked in driveway), 2800 block of Cherry Lane (unknown entry), 1500 block of Suzann Terrace (unlocked vehicle parked in driveway), and 4300 block of Phyllis Road (unsure if vehicle parked in driveway was secured). Residents are reminded to remove valuables from parked vehicles and to keep the vehicle locked while parked.

WATER MAIN BREAK

Two water main breaks occurred on Monday, January 2. The first break occurred at 2748 Kingston Drive on a 6-inch diameter main. The cast iron main was installed in 1964 and has had 10 breaks. Water was shut off to homes on this block at 11:30am and restored by 1:45pm. The second break occurred at 2324 Techny Road on a 6-inch diameter cast iron main. Water was shut off to homes at 2:30pm and restored at 5:15pm. This segment of main has also experienced 10 breaks since it was installed in 1966.

NEW WATER TOWER

In-mid December the new water tower connected to the water distribution system. With the new tower "on line," the process of gradually increasing the pressures in the distribution system will begin to fill the tower level no more than one-foot per day. As this process progresses, the old tower will be taken offline. In preparation for this, staff has been reviewing and evaluating pumping system behavior and will continue to do so while adjusting our operations to respond as necessary. While system pressures are being increased, hydrants at six locations in the Village have had pressure relief valves installed on them to help prevent water main breaks.

WEEK OF JANUARY 9, 2011

MON.	1/9	7:00 p.m.	Salceda Manor Homeowners Association - Board Room
		7:30 p.m.	Downtown Plan Steering Committee – RESCHEDULED TO Jan. 31, 7:30am-
TUES.	1/10	7:30 p.m.	Regular Meeting of the Board of Trustees - Board Room
WED.	1/11	7:30 a.m.	Joint ICDC & EDC Meeting - Board Room
		7:00 p.m.	Bicycle Task Force - Terrace Room
THURS.	1/12	5:30 p.m.	Architectural Control Commission - Terrace Room
		7:00 p.m.	Sr. Services Commission - Terrace Room
FRI.	1/13		No Meetings