

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: October 31, 2014

RE: STAFF BRIEFING

WEEK OF October 27, 2014

INDUSTRIAL & COMMERCIAL DEVELOPMENT COMMISSION

At the October 28 ICDC meeting, a representative from the Transportation Management Association of Lake Cook gave a presentation on the Shuttle Bug program. Shuttle Bug is a fixed bus line service which runs from a METRA train station stop to a major employment center, and is funded in part by employers. The Commission also reviewed the recently adopted food truck regulations and provided comments on the draft business survey.

PUBLIC WORKS COMMITTEE

On October 30, the Public Works Committee of the Village Board met to review a landmark and heritage tree removal request for the property at 1042 Hillside Road. The Public Works Committee unanimously approved the removal of 4 trees, two (2) landmark and two (2) heritage trees, as part of the construction of a single family home. The heritage trees in question are located within the buildable area of the lot and in conflict with the proposed new single family home. While the two landmark trees are located in the required yard outside of the buildable area, it is likely they would not survive the construction of the new home. With that, the Public Works Committee recommended authorizing the removal of the two heritage and two landmark trees with the conditions that the wood from the larger trees be used for a purpose other than firewood, mulch, or wood chips; the homeowner must take aggressive measures to preserve all other heritage and landmark trees on the subject property and adjacent properties; comply with tree removal permit requirements; and pay the associated reforestation fee. This item will be placed on the November 11, 2014 Regular Board Meeting agenda for consideration by the full Board of Trustees.

FIRE DEPARTMENT PREPARES FOR INFECTIOUS DISEASE REPOSE

In response to news about the Ebola Virus, the Northbrook Fire Department has been reviewing the Cook County Department of Public Health (CCDPH) and Illinois Department of Public Health (IDPH) patient screening and infection control protocols with guidance from local hospitals. Department members are being issued appropriate personal protective equipment and being trained on the safest ways to handle a suspected infectious patient as recommended by the Center for Disease Control (CDC). The training is in addition to ongoing infection control and blood borne pathogen training conducted annually.

POLICE DEPARTMENT

On Saturday evening, October 25, unknown persons attempted to gain entry into a home in the 2200 block of Castilian Circle. Entry was not gained into the home and nothing appeared missing from outside the home.

Over the evening of Sunday, October 26, a resident's unlocked vehicle, parked overnight in the street in the 1100 block of Butternut Lane, was entered. The center console was ransacked and a remote garage door opener was reported missing.

During the afternoon of Monday, October 27, a home in the 1400 block of Woodhill Drive was burglarized. A rear sliding glass door was shattered allowing entry. Several rooms were ransacked and cash was removed from a purse.

On Monday, October 27, officers responding to an alarm call from a private security company to a home in the 2400 block of Greenwood Drive discovered the front door had been forcibly opened. The homeowner reported numerous pieces of jewelry were missing.

Canvases of all scenes were conducted with negative results and evidence technicians processed the scenes.

CAR HITS BUILDING DURING LUNCH HOUR

At approximately 1:30pm on Friday, October 24, a vehicle drove through an outdoor patio dining area in the 800 block of Skokie Boulevard hitting the building. Other than damaged tables and chairs, and some minor cosmetic damage to the building, no injuries were reported. The scene was secured while the driver of the vehicle and nearby patrons were checked for injuries. The building department was called out to ensure no structural damage occurred to the building. The cause of the accident is currently being investigated.



FIRE DEPARTMENT RESPONDS TO RESIDENTIAL STRUCTURE FIRE

At approximately 8:00pm on Saturday, October 25, Northbrook Police and Fire responded to the 1400 block of Lori Lyn Lane for a residential structure fire. Upon arrival, crews discovered fire on the first floor and heavy smoke on the second floor of a two story residential structure. Crews extinguished the fire and confirmed the residence was unoccupied. Northbrook received assistance from Glenview, Lincolnshire, Wheeling, Northfield and Highland Park Fire Departments. Northbrook stations were covered by call back personnel. The fire is currently under investigation. (Photo Provided by Tim Olk)



SNOW AND ICE CONTROL OPERATIONS

As the snow season approaches, Public Works is already prepared for the coming winter. The Department has placed its first order of salt for the season. Salt spreaders have been added to dump trucks and calibrated, and the Village's plow equipment has been checked and serviced to ensure it is ready for the coming year. Additionally, Public Works has held its annual snow and ice control meeting for plow drivers to review policies and procedures as well as any changes in the routes.

PARKWAY TREE PLANTING INCLUDES 246 NEW TREES

The Village’s parkway tree planting program will begin the week of November 10. The Village will be planting 246 new trees, including 200 Emerald Ash Borer (EAB) replacement trees, 20 for residents participating in the cost share program, 10 for developer obligations, and 16 for other replacement reasons. Crews are currently working to place stakes and conduct locates of underground utilities in the parkways where trees will be planted.

Residents who receive a new parkway tree this fall will not need to water the tree unless there is a long period of time with no rain or snow. As soon as leaves appear on the tree next spring, residents may begin to water the tree. The tree should be saturated with water every 7-10 days using a slow trickle of water with a hose near the base of the tree. Those residents with automatic irrigation systems are requested to change the timing to allow for longer, less frequent watering (approximately 20 minutes, 2 times per week). This will ensure that the ground surrounding the tree is adequately saturated. It is recommended that a circle of mulch, 2-3 inches deep and 2-4 times the diameter of the root ball be installed. Please keep mulch 4-6 inches away from the trunk and do not plant grass around the base of the tree as these practices can be harmful to newly planted trees.

WEEK OF November 3, 2014

SAT.	11/1	9am-5pm	Early Voting and Grace Period Voter Registration
SUN.	11/2		<i>Daylight Savings Time Ends</i>
		9am-4pm	Early Voting and Grace Period Voter Registration
MON.	11/3	9am-5pm	In Person Absentee Voting - Village Hall Board Room
		7:00 p.m.	Downtown Zoning Committee Meeting – Terrace Room
TUES.	11/4	6am-7pm	GENERAL ELECTION-Precincts 2 & 29 in Board Room
			Election Day Voter Registration/voting – Shermer Study
		7:00 p.m.	Administration and Finance Committee – Terrace Room
		7:00 p.m.	Community Relations Subcommittee - GGCR
		7:30 p.m.	Plan Commission - Cancelled
WED.	11/5		No Meetings
THURS.	11/6	7:00 p.m.	Arts Commission - DPS Conference Room
		7:00 p.m.	Community Relations Commission – Board Room
FRI.	11/7	All Day	No Meetings