

## MEMORANDUM

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: September 12, 2014**

**RE: STAFF BRIEFING**

### WEEK OF September 8, 2014

#### BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, September 9. The Board presented a proclamation celebrating the 50<sup>th</sup> anniversary of Covenant Village of Northbrook; a proclamation naming the week of October 5-11, 2014 as Fire Prevention Week; and a proclamation naming October 31, 2014 as UNICEF Collection Day Kids Helping Kids. The Board approved a number of resolutions and ordinances, including honoring Police Officer Guy Nakamura on his retirement from the Northbrook Police Department; authorizing an agreement with Advanced Tree Care for additional stump removal services; approving a memorandum of understanding with High School District 225 for live video sharing; and approving an agreement with Baxter & Woodman for the Wescott Park storage facility. The next Regular Board of Trustees meeting will be October 14, 2014.

#### SEPTEMBER 11 ACC MEETING

The Northbrook Architectural Control Commission (ACC) held a regular meeting on Thursday, September 11.

- The Commission continued their discussion of a building permit extension request for 1722 Chapel Court. After more than 18 months, the structure still does not have its foundation completed. Neighbors also attended and voiced their frustration. The ACC continued the item to the next meeting to discuss the establishment of a strict schedule for completion of the building.
- The ACC reviewed the plans for the proposed memory care facility at 99 Pointe Drive (behind J. Alexander's restaurant). The ACC liked the building design and sign, but asked for modifications to the screening wall proposed along Pointe Drive. The Plan Commission will review the request next week.
- The ACC reviewed and recommended approval of the draft amendments to the Illinois Plumbing Code which request additional provisions within the Village of Northbrook's Plumbing Code. The Village is still awaiting approval from the State of Illinois as to whether they will accept the requested changes.
- The ACC reviewed and approved two new single family home elevations:
  - a. 3460 Cornflower Trail (R-3 District) – Clifford Town, architect
  - b. 440 Melvin Drive (R-3 District) – Clifford Town, architect

The ACC's next meeting will be held on October 9.

### STORM RESPONSE

On Friday, September 5, at approximately 3:00pm, a severe thunderstorm passed through Northbrook which brought winds that measured 81 mph at the Public Works Center and rainfall totals of .6 inches in a very short period of time.

Immediately after the storm, the Fire Department responded to 40 calls related to hazardous conditions involving trees on houses, arching or damaged power lines, and electrical transformer problems. The Fire Department Emergency Operations Center was set up as a precaution and additional personnel were brought in to assist with the call volume. The Police Department Communications Center handled 198 calls during the first three hours of the storm due to numerous traffic signal outages, downed trees and power lines, vehicle accidents, alarms, and Fire Department assists. The Development and Planning Services Department inspected eight homes that experienced damage due to falling trees.

Since the storm event, the Public Works Department has received over 370 calls requesting that branches be collected from the parkway. This work has been conducted with three crews using chippers, including one loaned by the Northbrook Park District. While much of this work is anticipated to be completed on Friday, September 12, parkway trees that have been severely damaged by the storm will require removal over the coming weeks.

The photo depicts much of the 250 yards of woodchips that have been deposited at the Public Works Center material storage yard. As a reminder, residents can pick up woodchips from the Northbrook Public Works Center (655 Huehl Road) at no cost.



### MEMBERS CONTINUE TO REMEMBER 13 YEARS LATER

On the morning of September 11, 2014, Village of Northbrook Public Safety members and the general public gathered to remember the tragic events and the lives lost on September 11, 2001. A short memorial service was held at each Northbrook Fire Station dedicated to the victims and those affected by the events of September 11, 2001. The remembrance ceremony has become a Northbrook tradition for the past 13 years and will continue to be a tradition in the future.

### FIRE DEPARTMENT RESPONDS TO TRAILER FIRE

At approximately 7:00am on Saturday, September 6, Northbrook units responded to the area of Dundee and Shermer Roads for a reported trailer on fire. Upon arrival, crews found a landscaping trailer on fire which had not yet extended to the truck towing the trailer. Crews extinguished the fire preventing any damage to the tow vehicle. The cause of the fire is currently under investigation.



### CRIME ANALYST COMPLETES CERTIFICATION

The Police Department's Crime Analyst, Milagros Gomez, has completed the two year online Crime and Intelligence Analysis program from the California State University. Millie has earned a nationally recognized certification as a Crime and Intelligence Analyst. The Crime and Intelligence Analysis Certificate provides specialized training in how to identify and define crime trends, problems and patterns, and to use research and analysis to create tactics and strategies that lead to an effective police response. Congratulations Millie!

### VILLAGE WELCOMES NEW POLICE OFFICER

The Village welcomes new Police Officer James Friel who was sworn in on Wednesday, September 10. Officer Friel will begin his three months of academy training at the Suburban Law Enforcement Academy on September 29. Jamie's expected graduation date is December 19 after which he will begin the department's 12 week in house field training program. Welcome Officer Friel and congratulations!



### POLICE ACTIVITY

On Sunday, September 7, a home in the 200 block of Arrowwood Drive was burglarized. While the homeowners were not at home, unknown persons entered the residence, ransacked the home and removed currency and jewelry. Evidence Technicians processed the scene and a canvas of the neighborhood was conducted.

On Wednesday, September 10, Detectives and School Liaison Officers visited Meadowbrook School to assist School Principal Patrick Thome with a school lockdown drill. School Administrators, Teachers and students participated in the exercise. The Detectives discussed the reasons for lockdowns and what can or might be expected in terms of police response. Such drills are held periodically with all schools.

On Thursday, September 11, Chief Wernick addressed approximately fifty seniors at a forum held at National Lewis University in Skokie. The Chief informed participants on recent telephone scams occurring across the nation, credit card protection, and basic tips on senior safety.

### SIDEWALK REPLACEMENT PROGRAM

The Village's contractor, Suburban Concrete, has been working to replace deteriorated sections of sidewalk in the Heathercrest East and West neighborhoods (see photo). In addition, the contractor has been working to replace sections of sidewalk and curb around the Village Hall. This work is anticipated to be complete by the end of next week.



**WEEK OF September 15, 2014**

<b>MON.</b>	<b>9/15</b>		<b>NO MEETINGS</b>
<b>TUES.</b>	<b>9/16</b>		
		6:30 p.m.	Villas West – Shermer Study
		6:30 p.m.	Planning & Zoning Committee – Terrace Room
		7:30 p.m.	Plan Commission– Board Room
		7:30 p.m.	Committee of the Whole– <b>Cancelled</b>
<b>WED.</b>	<b>9/17</b>	6:30 p.m.	Villas North Homeowners Association – Shermer Study
		7:00 p.m.	Youth Commission – Terrace Room – <b>Cancelled</b>
<b>THURS.</b>	<b>9/18</b>	5:30 p.m.	Electrical Commission – Terrace Room
		6:00 p.m.	Stormwater Management Commission – <b>Cancelled</b>
		7:00 p.m.	Environmental Quality Commission – Shermer Study
<b>FRI.</b>	<b>9/19</b>		<b>NO MEETINGS</b>