

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: July 11, 2014

RE: STAFF BRIEFING

WEEK OF July 7, 2014

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, July 8. Village Clerk Debbie Ford swore in Firefighter/Paramedic Joseph Stachyra. The Board was provided an update on the Walters Avenue/Cedar Lane intersection operations and also a report regarding options to address nuisance skunk removal within the Village. The Board approved: an Ordinance authorizing the purchase of a riding lawn mower, a Resolution authorizing the procurement of services for the repair of the traffic signal at Skokie Boulevard and Henrici Drive, a Resolution approving a first amendment to subdivision and development agreement for 2315 Catherine Street, a Resolution authorizing an agreement for repairs to Fire Department Engine #057, and a Resolution approving a professional services agreement with Hampton, Lenzini and Renwick for a second addendum to the Master Stormwater Management Plan.

The next Regular Meeting of the Board of Trustees will be on Tuesday, July 22.

ECONOMIC DEVELOPMENT COMMITTEE

The Economic Development Committee held a regular meeting on Wednesday, July 9, at which they were provided an update regarding development projects in the community. The Committee also discussed its role regarding encouraging economic development in the community. Local governmental entities in attendance provided an update of activities at each district. The next Economic Development Committee meeting will be on Wednesday, October 15.

POLICE ACTIVITY

On Wednesday, July 9, Glenbrook North School Liaison Officer Matt Szymanski conducted District 225's second summer school session tornado, fire, and school lock down drills. All drills were conducted successfully with no noted issues.

In response to the recent flood of phone scams in the area and throughout the country, the Police Investigations unit prepared an informational flyer involving protection from scams, frauds and con artists. A common scam that has been reported to Northbrook Police, as well as in surrounding area communities, involves a caller claiming to be with an agency or utility such as the IRS, ComEd, AT&T or another common business. They advise that there was an error in your taxes or a late bill, and you need to get a prepaid credit card such as Green Dot or debit/gift card and give them the access code immediately to avoid penalties, disconnection of the utility or even jail. Another popular phone scam is

when an unknown caller tells you that you won a prize but you just have to pay for the taxes prior to receiving the prize. In addition, be wary if you receive a telephone call from someone claiming to be a family member asking for money to be sent to them.

Such illegal contacts are referred to as phishing which is the act of attempting to acquire information such as usernames, passwords, credit card details and personal information by masquerading as a trustworthy entity in an electronic communication.

Residents and business owners are reminded that if you did not initiate the contact, don't give any information over the phone, online or let someone into your home. Suspicious contacts should be reported immediately to the Police Department. More information can be obtained by calling the crime prevention number at the Police Department which is 847-664-4427.

Northbrook's Major Crash Assistance Team representatives responded to two callouts this week. The July 9 callout involved an accident occurring at Howard and Caldwell in Niles where a bicyclist was struck by a vehicle. The victim was taken to Lutheran General Hospital with extensive injuries. The July 10 callout request was from Lincolnwood involving a motorcycle accident at Touhy Avenue and the Edens Expressway. The motorcyclist lost control of his vehicle. He was taken to St. Francis Hospital with head injuries. The details of both accidents are under investigation.

RESIDENTIAL BURGLARY

Police are investigating a burglary which occurred on Wednesday, July 9, in the afternoon to a home in the 2000 block of Greenview Road. Unknown persons entered the home by damaging a rear door and removed several pieces of jewelry and an antique pistol. The neighborhood was canvassed and Evidence Technicians processed the scene.

FIRE AND POLICE RESPOND TO REPORTED KITCHEN FIRE

On July 4, at approximately 2:00pm, Police and Fire units responded to the 900 block of Midway Road for a reported kitchen fire. Upon arrival, crews met the occupant of the residence who stated he had extinguished a fire on the stove top using a household fire extinguisher. Fire crews ensured the gas supply was shut off and checked for any fire extension into the kitchen area. No injuries were reported and the cause of the fire is under investigation.

ASPHALT STREET RESURFACING PROGRAM

The asphalt street resurfacing program continued this week with the Village's contractor, Peter Baker and Sons, completing pavement installation in the Summerhill neighborhood. Depending on weather, this project may be substantially complete by the end of next week.

CONCRETE STREET REHABILITATION PROGRAM

The concrete street rehabilitation program continued this week with the Village's contractor, A Lamp Road Builders, completing the bulk of the pavement rehabilitation west of Shermer Road. This portion of the project is now substantially complete with only a number of small patches remaining. In addition, the contractor has been working to replace degraded sections of concrete streets on the east side of Shermer Road. This portion of the project is expected to be completed next week.

SIDEWALK REPLACEMENT PROGRAM

Public Works crews have been working to prepare for this year's sidewalk replacement program by pruning tree roots adjacent to sections of sidewalk that have been identified for removal. Once the root pruning is complete, the Village's contractor will begin to remove and replace sidewalk that is failing and creating a safety concern. In addition to replacing these sidewalk segments, the Village will also be installing ramps at intersections to maintain compliance with the Americans with Disabilities Act.

WHITE MOUNTAIN, MOON HILL, AND CAYUGA WATER MAIN IMPROVEMENT PROJECT

The White Mountain, Moon Hill, and Cayuga water main replacement project continued this week with the Village's contractor, Berger Excavating Contractors, installing the new water main on Moon Hill Road between Cayuga and Landwehr. In addition, the contractor has been working to pressure test the new main that was installed on Cayuga Drive last week. Upon completion of the testing, the contractor will begin working to transfer water service lines to the new main. During the transition to the new water main, residents will experience a brief water outage that is expected to last no more than 30 minutes. The contractor will work to inform residents prior to the water being shut off.

CENTER AVENUE WATER MAIN IMPROVEMENT PROJECT

The Center Avenue water main improvement project continued this week with the Village's contractor, A Lamp Road Builders, removing sections of sidewalks where the new water main will be installed. In addition, the contractor has been working to verify the location of nearby underground utilities to ensure that they are not damaged during construction. On Monday, the contractor will begin installation of the new pipe. To accommodate this work, the intersection of Center Avenue and Greenbriar Lane will be temporarily closed.

More information regarding all of the Village's construction projects is available on the Village website at www.northbrook.il.us/constructionprojects.

FIRE DEPARTMENT'S NEWEST MEMBER SWORN-IN AT THE JULY 8TH VILLAGE BOARD MEETING

The Village's new Firefighter/Paramedic, Joseph Stachyra, took the oath of office before Village Clerk Debbie Ford and the Village Board on Tuesday, July 8. Joe previously worked with the Forest View Fire Department where he served as a Firefighter/Paramedic for the past six years. Joe is a licensed EMT-Paramedic and has his Advanced Technician Firefighter certification. We are pleased to welcome Joe to the Northbrook Fire Department!



4TH OF JULY FESTIVITIES

Northbrook residents enjoyed a wonderful day of traditional Northbrook Independence Day activities thanks to the efforts of the Village of Northbrook and Park District staff, volunteers, and Northbrook Rotary members. The day started off with the Liberty Look 5K and Fun Run and the Rotary Pancakes in the Park breakfast followed by the Rubber Ducky Race. Residents cheered on the Police and Fire Departments during the annual 4th of July Fire versus Police Softball Game. While Fire gave a last ditch effort, the boys and girl in blue



remained the victor with a final score of Police 17 and Fire 11. The winning trophy will be on proud display in Police Chief Wernick’s office. The Mile-long Parade entertained thousands along the route and the evening fireworks were among Northbrook’s finest with a spectacular finale.

WEEK OF July 14 2014

SAT.	7/12	9am-1pm	Civic Foundation Paper Shredding Event - Behind Village Hall
		9am-3pm	Northbrook Sidewalk Sale – Church & Cherry Lane
		9am-5pm	9am - Zumba in the Park – 10am-5pm Art in the Park
SUN.	7/13	9am-4pm	9am - Zumba in the Park – 10am-4pm Art in the Park
MON.	7/14		No Meetings
TUES.	7/15	7:30 p.m.	Committee of the Whole – Terrace Room
		7:30 p.m.	Plan Commission Meeting – Board Room
WED.	7/16	7:00 p.m.	Rescheduled Bicycle Task Force – Terrace Room
THURS.	7/17	6:30 p.m.	Stormwater Management – Cancelled, rescheduled to August 21
		7:00 p.m.	EQC – Shermer Study
FRI.	7/18		No Meetings