



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff
COPY: Village President & Board of Trustees – Department Heads
FROM: Richard Nahrstadt, Village Manager
DATE: December 29, 2017
SUBJECT: STAFF BRIEFING

WEEK OF December 25, 2017

FIRE DEPARTMENT NEWS

On Saturday, December 23, at 11:30 a.m., Northbrook Battalion 11 and Tower Ladder 12 responded to the 1900 Block of Meadow Lane in Deerfield, for a structure fire. Upon arrival, Battalion 11 was assigned Fire Ground Operations and Tower Ladder 12 performed Elevated Master Stream Operations. The Fire occurred in a single family structure that was undergoing renovations. Both Battalion 11 and Tower Ladder 12 were on the scene for approximately two hours while call back personnel covered Northbrook Stations. There were no reported injuries and the cause of the fire is currently under investigation.

On Tuesday, December 26, at noon, Northbrook Engine 10 and Ambulance 10 responded to the 1500 block of Garden Court in Buffalo Grove, for a structure fire. Upon arrival, both companies were tasked with fire extinguishment operations inside the structure. Crews remained on the scene for approximately three hours while call back personnel backfilled Northbrook stations. No injuries were reported and the cause of the fire is currently under investigation.

FIRE CHIEF TORRES RETIRES

On Sunday, December 31, Fire Chief Jose Torres will retire after nearly three years with the Village. A formal retirement ceremony was held on Friday, December 29, at Fire Station 11 to recognize Chief Torres and his contributions to the Village. On behalf of the Village of Northbrook, we congratulate him on his retirement.

FIRE DEPARTMENT WELCOMES FIRE CHIEF ANDREW CARLSON

On Monday, January 1, Deputy Chief Andrew Carlson will assume the role of Fire Chief, having been promoted due to the retirement of Chief Torres. Carlson has 35 years of experience in fire protection and served with the Northbrook Fire Department for over 18 years, most recently as Deputy Chief.

Please join us in congratulating Chief Andrew Carlson as he assumes his new role with the Northbrook Fire Department.



COMMUTER PARKING LOT AND METER SURVEY

In an effort to better understand how commuters use the Metra lots and the Village's parking meters, the Public Works Department is conducting an online survey for commuters through Friday, January 12. The results of this survey will help staff determine which changes, if any, to seek in renegotiating the Village's parking meter maintenance agreement and collect feedback for future improvements to the lots. Commuters can take the survey now by visiting www.northbrook.il.us/commutersurvey.

RUSE BURGLARIES IN THE AREA

Recently there have been multiple incidents of "ruse" burglaries in the area. These incidents have targeted senior citizens in which two to three people knock on the resident's door claiming to be representing the Village or utility company needing to check the resident's interior water line/utility (regarding issues in the area). Other times someone may indicate they are a new neighbor and want to talk about a fence or tree in the back yard. Once these individuals have made entrance into the residence, the other(s) create a distraction while the first intruder steals/targets personal property in the home. The Northbrook Police recommends that residents not answer the door when an unknown person(s) asks to check your home for any form of unscheduled maintenance issues. Call the Police non-emergency number at 847-564-2060 first, so these individuals can be verified.

WINTER REMINDERS

Motorists are reminded that the Village of Northbrook's on-street parking ban is in effect when there is two inches or more of snow. Vehicles parked on the street are a safety obstruction that will delay the removal of snow from Village roadways. Cars parked on the street will be ticketed and towed. Parking on the street may resume after plowing operations have been completed. Your cooperation is appreciated! Please visit www.northbrook.il.us "contacting us" to sign up for special notifications, such as major road closures due to winter storms, via Northbrook Notify. If we can't reach you, we can't notify you!

HOLIDAY REMINDERS

- **Village Administrative offices will be closed** on Monday, January 1. Also, please note the Village Hall Front Desk will close at 4:30 p.m. on Tuesday, January 2.
- **Advanced Disposal Pickup:** Garbage pickup will be delayed by one day during the week of Monday, January 1. There is no pickup on Monday, and Friday customers will have pickup on Saturday.
- **Advanced Disposal Christmas Tree Collection:** Advanced Disposal will collect Christmas Trees from individual customers throughout the Village beginning the week of Tuesday, January 2. Collections will occur on each customer's pickup day. In order for a tree to be collected, customers must remove all plastic bags, ornaments and other non-organic materials prior to placing it curbside.
- **Christmas Lights Recycling:** The Village holds drop-off Christmas light recycling weekdays between the hours of 7:00 a.m. and 3:00 p.m. at the Maintenance Garage (1227 Cedar Lane) and 8:30 a.m. to 4:30 p.m. in the Village Hall lobby (1225 Cedar Lane). Bins will also be out during any electronics recycling collection days.
- **Electronics Recycling:** Are you expecting to get new appliances or electronics for the holidays? Recycle your old electronics! Electronics Recycling will be held on the first Tuesday of the month (January 2) from 7:00 a.m. to 3:00 p.m. and the first Saturday of the month (January 6) from 9:00 a.m. to Noon at the Fleet Maintenance Garage (1227 Cedar Lane). Staff will be available to assist, just drive around behind the Village Hall.

WEEK OF January 1, 2018

MON.	1/1/18		New Year's Day - Village Hall Closed
TUES.	1/2	<u>8:30am -4:30pm</u>	Village Hall Front Desk Cashier open - <u>Tuesday 1/2/18</u>
		8:30 a.m.	Promotions for Fire & Police – Board Room
		7:30 p.m.	Plan Commission Meeting - Canceled
WED.	1/3		No Meetings
THURS.	1/4	7:00 p.m.	Arts Commission – Terrace Room
		7:00p.m.	Community Relations Commission - Library
FRI.	1/5		No Meetings