



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

**COPY:** Village President & Board of Trustees – Department Heads

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** December 21, 2018

**SUBJECT:** STAFF BRIEFING

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## WEEK OF December 17, 2018

### YOUTH COMMISSION

On Wednesday, December 19, the Youth Commission held its regular meeting. During the meeting, the Commission reviewed details of the upcoming Youth Spring Forums, the first of which centers on the topic of Academic Wellness and will take place at the Library on February 2, 2019. The next regular meeting will be on Wednesday, January 16.

### FIREFIGHTER GRADUATION

On Friday, December 14, the two newest members of the Fire Department graduated from the Northeastern Illinois Public Safety Training Academy (NIPSTA) Fire Academy. Firefighters Brandon Collazo and James Nowicki are excited to begin their careers in Northbrook.



### EMPLOYEES RECOGNIZED FOR THEIR SERVICE

On Sunday, December 16, the Sons of the American Legion and the American Legion Post 791 recognized Employees of the Year for the Northbrook Fire Department, Police Department, and Public Works Department at the Schwaben Center in Buffalo Grove. This is the fifth year the Post has honored the Village's public servants.

The Police Officer of the Year was Detective Jon Garcia. Detective Garcia was chosen for his dedication and consistent work ethic with the Police Department and High Intensity Drug Trafficking Area (HIDTA) Task Force. He works alongside patrol officers and the Investigations Unit while assigned to mission-based, complex and/or sensitive narcotic, money laundering, and weapons cases involving gangs and international drug trafficking organizations.

The awards were presented in the form of a plaque and a \$100 donation to a local Northbrook charity of their choice made in their name. Detective Garcia donated his \$100 award to the Illinois Special Olympics.



Firefighter Jeff Anderson received the Sons of the American Legion Firefighter of the Year award. Jeff was nominated for his knowledge of the job, skills with the tools and equipment, good attitude, and taking on leadership roles in the Union, Pension Board, and Foreign Fire Insurance Board. Jeff Anderson donated his \$100 award to the Northbrook Historical Society.



Village Forester Terry Cichocki received the Public Works Employee of the Year award for her 18 years of dedicated professional service in maintaining our urban forest. Terry has exemplified the hard work, dedication, and pride that the Village expects from its staff. Terry donated her \$100 award to the Tree Research and Education Endowment Fund (TREE Fund) organization, which provides education and research on urban forestry.

The Village congratulates all three recipients on the recognitions and thanks the Sons of the American Legion and the American Legion Post 791 for recognizing their great work.

### POLICE GRADUATION

On Friday, December 14, Police Sergeants Marc Fainman and Jon Salmi graduated from Northwestern University's Center for Public Safety Supervision of Police Personnel Class. Marc and Jon have been attending this two-week course, which covered matters relating to the supervision and management of police operations.

### TOYS FOR TOTS PROGRAM

Northbrook Police Community Relations personnel were pleased to report that the combined efforts of the Police Department, Fire Department, and Village Hall collections brought in over 700 toys for the Toys for Tots Program. Thank you for your contributions and generosity.



### CROSSING GUARD ANNUAL APPRECIATION CELEBRATION

On Wednesday, December 19, the Police Department held their annual appreciation luncheon for the Northbrook Schools Crossing Guards. The guards attending the luncheon reviewed proper safety procedures for crossing children.



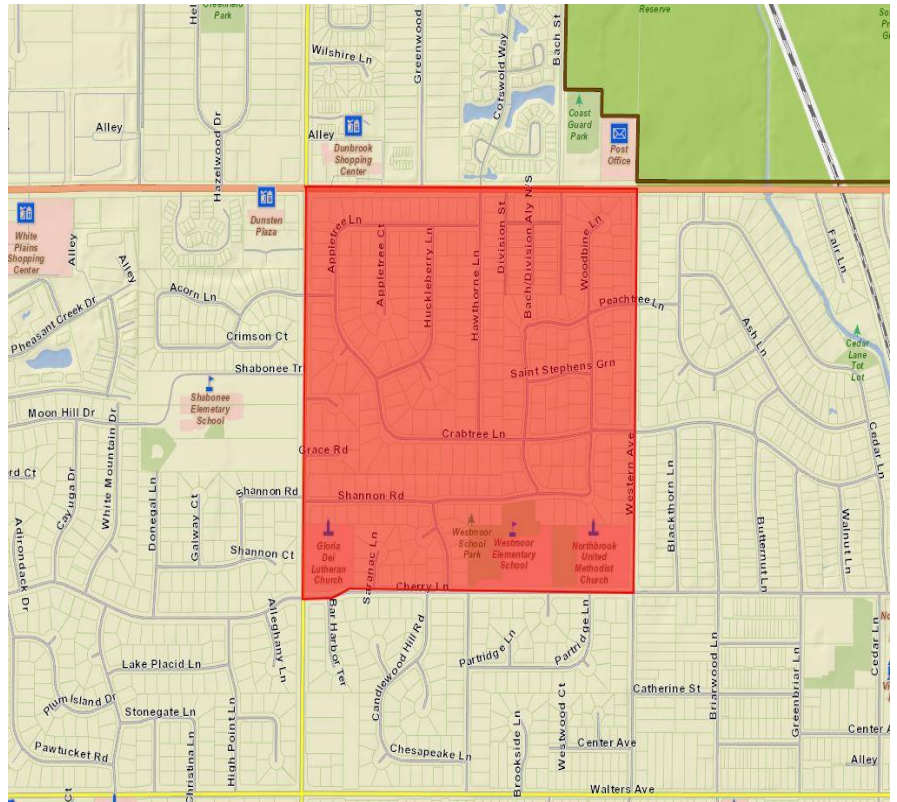
During the luncheon, special recognition was given to Crossing Guard Randall Anderson for his ten years of service.



**PARKWAY TREE TRIMMING PROGRAM**

As part of its on-going public tree maintenance program, the Village will resume tree trimming in early January. This winter’s work will be in the area bounded by Cherry Lane to the south, Western Avenue to east, Dundee Road to the north and Pflingsten Road to the west (see the map to the right).

Each year, the Village of Northbrook trims parkway trees using contractual assistance. Trees are trimmed to prevent unnecessary damage during storms, protect pedestrians and motorists from low hanging branches, promote the health of the tree, and ensure that the tree is aesthetically pleasing. Trees are trimmed during their dormant periods, approximately between October and April, to minimize trauma to the tree.



**NEW NO LEFT TURN RESTRICTION ON MEADOW ROAD AT DUNDEE ROAD EFFECTIVE WEDNESDAY, JANUARY 2**

Effective Wednesday, January 2, a “No Left Turn” restriction will be placed on Meadow Road at Dundee Road from 7 a.m. to 7 p.m., Monday - Friday. During the restricted hours, northbound traffic on Meadow is prohibited from turning left into westbound traffic on Dundee. In preparation for this safety measure, the Village will place electronic message boards near the intersection on Friday, December 28 to notify motorists. On January 2, the “No Left Turn” signage will be installed. Contact the Public Works Department at 847-272-4711 with any questions.



**HOLIDAY HOURS**

Village Administrative offices\* will be closed Monday -Tuesday, December 24-25 and Monday-Tuesday, December 31-January 1.

\*Public Works will be open on Monday, Dec. 24 and Dec. 31 from 7 to 11am. Residents needing assistance after hours should contact the Police Department non-emergency number 847-564-2060. For life safety emergencies, call 911.

**HOLIDAY REFUSE COLLECTION REMINDERS**

For two weeks, beginning December 24, Advanced Disposal will collect extra household refuse free of charge. Pick-ups will occur on Christmas Eve and New Year’s Eve but will be delayed by one day starting on Tuesday of both weeks. Friday customers will have a Saturday pick-up.

Recycle old or broken Christmas lights at the Maintenance Garage (behind the Village Hall) weekdays, from 7am to 3pm or at the Village Hall lobby, weekdays, from 8:30am to 4:30pm through January 31.

Recycle your fresh Christmas tree by removing all lights, garland, and decorations. Make sure your tree is easily accessible at the curb on your recycling day before Friday, January 11.

**WEEK OF December 24, 2018**

|               |              |                                                                        |
|---------------|--------------|------------------------------------------------------------------------|
| <b>MON.</b>   | <b>12/24</b> | <b>Christmas Eve – Village Hall Closed</b>                             |
| <b>TUES.</b>  | <b>12/25</b> | <b>Christmas Day – Village Hall Closed</b>                             |
| <b>WED.</b>   | <b>12/26</b> | <b><i>Kwanzaa (begins through January 1)</i></b><br><b>No Meetings</b> |
| <b>THURS.</b> | <b>12/27</b> | <b>No Meetings</b>                                                     |
| <b>FRI.</b>   | <b>12/28</b> | <b>No Meetings</b>                                                     |
| <b>MON.</b>   | <b>12/31</b> | <b>New Year’s Eve – Village Hall Closed</b>                            |
| <b>TUES.</b>  | <b>1/1</b>   | <b>New Year’s Day – Village Hall Closed</b>                            |

