



# Village of Northbrook

## Board of Trustees

### AD HOC DOWNTOWN COMMITTEE AGENDA

**TERRACE ROOM  
VILLAGE HALL, 1225 CEDAR LANE  
TUESDAY, FEBRUARY 8, 2022**

#### 1. ROLL CALL

Attendee Name	Title	Status	Arrived
Muriel Collison	Trustee	Present	
Heather Ross	Trustee	Present	
Joy Ebhomielien	Trustee	Present	

Also Present: Trustee Israel, Hebl, Pepoon and President Ciesla

#### 2. MINUTES APPROVAL

None

#### 3. PUBLIC COMMENT TIME

None

#### 4. DISCUSSION TOPICS

##### A. Update on Bridge Lighting

Chairman Collison opened tonight's meeting stating it was a brainstorming and concept event. Membership favored starting the conversation with item D) Bridge lighting.

Director Hamill stated that after the last meeting Public Works challenged themselves to rethink how they approached traditional lighting and how to make things more seasonal using LED colored changing lights that could be used in different locations throughout the downtown area. Deputy Public Works Director Matt Morrison reached out to B & B Holiday Decorating with whom the Village already has a relationship. B & B provided a visual display for tonight's meeting. Mr. Morrison stated that there are two style options; pass through lights and marquise style lights. It is proposed that lights could be mounted on both sides of the façade on the Cherry Lane underpass using different colors and patterns. Lights could also be mounted and aimed down to provide flood lighting of the rocks. A new generation of lights can be controlled with an app and Bluetooth connection that staff would use to set the colors, programs and schedules. Warranty is expected to be five years by the time of purchase. The useful life of the bulb is 20,000 hours with a life of 8-10 years. Using spacing at 12

inches apart and the lights that are on display tonight with flood lights, the cost is estimated to be \$12,000-\$13,000. Director Hamill felt that this seemed to be a good option. Smaller bulbs may be better suited for trees. Membership was interested in including two bridges on Meadow and two on Shermer. Chairman Collison favors a cohesive approach. Director Hamill stated they will contact B&B for information on how to tie it all in. He stated that the Village owns the both bridges and control what can be done on them. Membership questioned vandalism opportunities.

Director Hamill discussed the idea of crisscrossing overhead lights on poles on Meadow Lane between Walters and Shermer to make the area event friendly by creating space and ambiance. The lights create a ceiling effect. Director Hamill stated that our infrastructure would allow for only three crossings of overhead lights due to a lack of the correct type of street poles needed and height. A decorative pole is 16-18 feet high is needed at a rough cost of \$5,000-\$10,000 per pole. Additional design work would be necessary to figure out spacing. The Village would have to work with the Park District on the east side of Meadow. There is enough room on the west side of Meadow. Director Hamill will move forward if the Board has interest.

Chairman Collison thinks the project would be cost prohibitive and a headache with the current infrastructure. She asked membership to consider colored LED lighted spheres as an alternative. The Village would own the spheres and use them at Village sponsored events. Membership seemed in favor. Director Hamill will change direction and investigate the spheres.

Director Hamill stated that the current holiday light contract is a two year contract with this being year two. The contract may be extended by another year due to the good condition of the current product. He stated that the Village has a good working relationship with B&B and will seek out pricing.

Trustee Ebhomien would like to see the lighting of trees extended further down Shermer Road.

## B. Special Events

Assistant Village Manager Farrell introduced an events calendar for the year. Membership previously discussed the possibility of hosting a spring event. Assistant Village Manager Farrell stated that a Spring Event could fill a space in the second weekend of June, June 10, 11, and 12. Chairman Collison suggested adding a Pet Pride Parade for June.

Chairman Collison asked membership to consider boosting current events that are already on the Village calendar. Chairman Collison suggests that Flamingo Friday be boosted with alcohol beverages, the Plein Air Painting Festival be boosted with a wine or beer event, enhancing the Farmers Market at the Pop-Up-Patch (PUP), and boost the Northbrook Grand Prix with fun family activities. President Ciesla fully supports the idea of a Pet Pride Parade and suggests the possibility of working with Northfield Township. Village Manager Pavlicek suggests working with the Library and Park District for Pride Month.

President Ciesla would like Northbrook Court to be incorporated in the Village Event Calendar.

Trustee Hebl stated that everyone is in a good mood at Flamingo Friday. She suggests bringing in the food trucks to support the event. It is a good event for getting folks out of their home and meeting their neighbors.

Trustee Hebl would like to see more pickle ball courts with equipment donated for play at available sites. President Ciesla would like to partner with the Park District for pickle ball. Trustee Pepoon suggests adding pickle ball courts at Northbrook Court. Chairman Collison suggests setting up "Learn to Play Pickle Ball" events.

Trustee Ross suggests inviting GBN and other groups to Pride Pup Parade. Trustee Ross envisions in Fall or Winter, holding a walking fundraiser at Northbrook Court.

Trustee Hebl thinks that the Metra parking lot would be a great place to hold a big tailgate party as people are heading off to college.

Chairman Collison suggested an evening preview during the Sidewalk Sale that would include a wine and shopping event. President Ciesla asked if the liquor code needs to be amended. Village Clerk Ford stated that the Code would allow the event. However, any alcohol beverages have to be consumed on the premises.

#### C. Update on Public Art / Murals

A Public Art and Mural meeting is scheduled with Bruce Bondy. Mr. Bondy has information on local artists and locations.

#### D. Update on Outdoor Dining

Assistant Director Yu is putting together a letter to all Northbrook restaurants asking them what would be helpful to their success. The Village would like to know how the change in the Code Amendments worked for restaurants.

#### E. Update on Wayfinding & Signage

Way finding and signage will be grouped with the Branding Study that is in the proposed draft Budget.

#### F. Update on Cedar Lane

Director Hamill stated that Public Works will continue to patch needed areas and provide resurfacing where needed. Staff will focus on maintaining Cedar until a new direction is proposed and decided upon. An all-way stop at Cherry Lane and Cedar will be added. Director Hamill will look at installing a crosswalk where the Greenbriar School sidewalk connects at Cedar to provide a crossing to the Village and Library. Landscaping enhancements on the west side will also be completed to make the area more attractive.

President Ciesla asked Village Engineer Farmer if he has followed up with the residents on or near Cedar to provide closure. He answered that once he has the final direction, he will reach out to the residents.

Chairman Collison stated that Celebrate Highwood has a 501c3 designation. Funds raised from events and festivals are distributed to various charities. There is an opportunity to explore this for Northbrook while working with the Chamber of Commerce.

Village Manager Pavlicek explained that Special Service Areas (SSA) are special taxing districts in municipalities that are established by ordinance, often at the request of developers of new housing subdivisions, in order to pass on the costs of the streets, landscaping, water lines, and sewer systems to homeowners who reside within the SSA. Special Service Areas are often created by residents to self-impose a property tax. Village Manager Pavlicek will look into both SSA and a Business District Tax. A Business District Tax is .025% increment in the sales tax. There are restrictions on how the funds can be spent. .

President Ciesla stated that Tensley Garris, President of the Chamber of Commerce has announced her retirement. President Ciesla looks forward to a good working relationship with the new Chamber President.

Village Manager Pavlicek asked membership if the Downtown Plans are still relevant if certain properties go residential. Village Manager Pavlicek will resend the current plans to membership to determine if they need to be updated.

Trustee Hebl stated that the Chamber Annual Meeting and Awards Celebration will be held on March 7, 2022. She urged membership to attend.

Trustee Hebl asked Director Hamill to look into covers to beautify the barricades used to extend the dining/walking area on Shermer Road. President Ciesla has photos of covers to share.

Trustee Collison called for another Ad-Hoc Downtown Meeting to be held in the first part of April 2022.

## **5. REMARKS FOR THE GOOD OF THE ORDER**

## **6. ADJOURN**

There being no further business, a motion was made by Trustee Ross and seconded by Trustee Ebhomieien to adjourn the meeting. By roll call, the motion was unanimously carried and the meeting adjourned at 7:25 pm.