



MEMORANDUM VILLAGE OF NORTHBROOK

TO: Staff

COPY: Village President & Board of Trustees – Department Heads

FROM: Richard Nahrstadt, Village Manager

DATE: June 14, 2019

SUBJECT: STAFF BRIEFING

WEEK OF JUNE 10, 2019

BOARD OF TRUSTEES SPECIAL COMMITTEE OF THE WHOLE

On Tuesday, June 11, the Board of Trustees held a special Committee of the Whole meeting. During the meeting, the Board reviewed newly proposed liquor license classes for Sip and Shop Tasting Events, Limited Beer and Wine Service at Certain Retail Establishments, Craft Distillery/Craft Brewery, and Special Events, which would replace the present Temporary Liquor Licenses. The Board provided their comments and directed staff to prepare the documents for the June 25, 2019 Board agenda.

BOARD OF TRUSTEES REGULAR MEETING

On Tuesday, June 11, the Board of Trustees held its regular meeting. During retirement, promotions, and recognitions, the Board recognized Commander Anthony Matheny for thirty-one years of service in the Police Department; Village Clerk Debra Ford swore in recently promoted Commander Jeff Peterson and Sergeant Jon Garcia; and Police Chief Roger Adkins presented Police Officer Matt Komin with the Police Department's Life Saving Award for his efforts in giving aid to an area resident visiting Northbrook. The victim and her family attended the meeting to express their deep gratitude to the Northbrook Police and Fire Departments for their life saving measures.

Under the President's Report, President Frum appointed Marsha Franklin to the Board of Fire and Police Commissioners and recapped the three top issues discussed at the June 8 Special Committee of the Whole Board Workshop: Affordable/Attainable Housing, Communications, and Environmental Sustainability. The Board also showed their support for Pride Month by dressing in the Pride colors.

Pictured from l to r: JoJo Hebl, Jason Han, Kathryn Cielsa, Sandy Frum, Robert Israel, Muriel Collison, and Heather Ross.



Under the Consent Agenda, the Board approved a number of resolutions and ordinances including agreements for the purchase and installation of a variable frequency drive for low lift pump #9, board room renovations, a 2019 John Deere 544L front end loader, a Ford F-350 with utility body; contributions to community programs and non-profit organizations, a partial settlement agreement and release in RTA et al. v. City of Kankakee, amended an ordinance regarding the authorized list of uses on the first floor at 1363 Shermer Road, and decreased the Number of Class B and F Liquor Licenses (Pantheon Wine Shoppe).

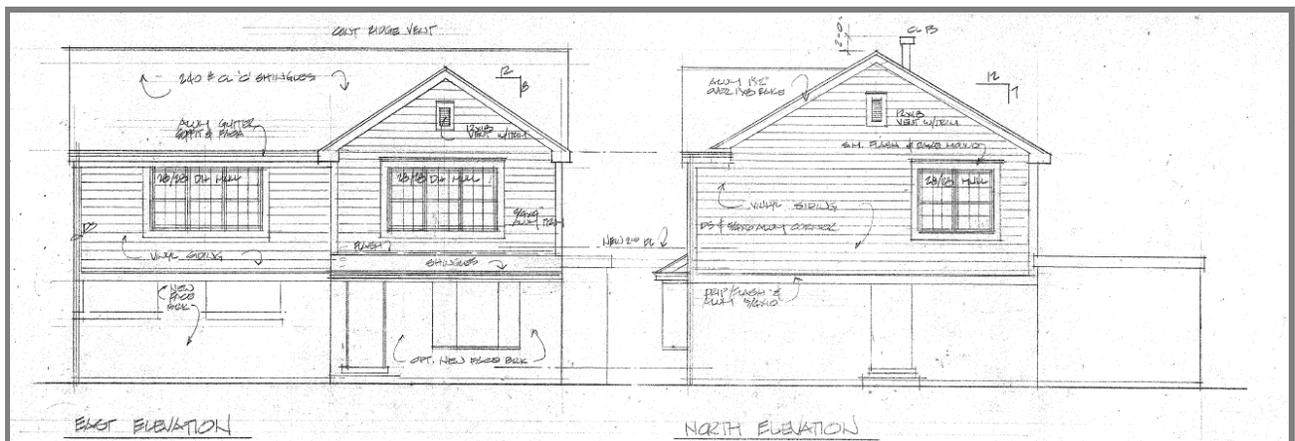
Under Planning and Zoning, the Board approved documents for provisions and incentives for redevelopment of the Northbrook Court Shopping Mall Property and directed staff to prepare a resolution denying a major variation request for 4275 Lindenwood Lane.

The next regular Village Board meeting will be held on Tuesday, June 25, at 7:30 p.m.

ARCHITECTURAL CONTROL COMMISSION MEETING

On Thursday, June 13, the Northbrook Architectural Control Commission held its regular meeting. The Commission reviewed the status of construction at 3218 Glenbrook Drive, which required a permit extension. The ACC gave the contractor until August 8 to have the exterior of the home and grading completed, so the construction fence can be removed. The ACC also approved building elevations for four new single-family homes: 1971 Glendale Avenue, 2359 Farnsworth Avenue, 2425 Illinois Road, and 3787 Walters Avenue. The Commission also received an update on the recent Board goal-setting session and the increased attention to affordable housing and sustainability.

The Commission spent most of the meeting discussing a proposed Building Code amendment to clarify when fire sprinklers would be required for major additions. The current code only requires sprinklers when a “new home” is built. We have numerous instances in the Village where a contractor has kept up only a few walls as a means of avoiding the sprinkler requirement and has ultimately resulted in inferior construction methods. The ACC supported code revisions used to establish a threshold when the construction warrants a sprinkler system and other related improvements. At the same time, the Commission did not want to create a significant disincentive for homeowners to add onto their homes by adding a second floor to an existing ranch, which is a fairly common occurrence. An example of a typical “pop-up” is shown below. The staff was encouraged to refine the current approach and return with a recommendation to incorporate into the draft building code amendments.



STORMWATER MANAGEMENT COMMISSION MEETING

On Thursday, June 13, the Stormwater Management Commission held its regular meeting. The Commissioners discussed the proposed changes to the Private Property Cost Share Program, flooding at the intersection of Oak Avenue and Cedar Lane, and reviewed budget and planned projects for the summer of 2019.

The next meeting is planned for mid-August.

GREENBRIAR ROAD SUMMER TRAFFIC PATTERNS AND STREET PARKING

The Northern Suburban Special Recreation Association (NSSRA) summer program will be taking place at Greenbriar School (2195 Cherry Lane) this year instead of Meadowbrook School (1600 Walters Avenue). In effort to accommodate the bus traffic during pick up and drop off, much like what is done throughout the school year, Greenbriar Road will be routed as a “one-way” street twice a day from Monday, June 17 to Friday, July 19 (Monday-Friday, from 8-9:15 a.m. and from 11:15 a.m.-12:15 p.m.). A crossing guard will be posted at Greenbriar Road and Cherry Lane during the “one-way” traffic patterns. There are no plans at this time to implement the one-way traffic pattern for the less busy late afternoon pick-up.

The NSSRA anticipates 90 staff members every day, however there are about 40 parking spaces available from the school. There will also be a summer program run by the Northbrook Park District at Greenbriar School. This will necessitate staff to park on the side streets in the area. The Northbrook Police ask drivers to use extra caution in the area this summer and to obey the 20 mph speed zone.

WOODLAWN ROAD AND PENFOLD PLACE WATER MAIN REPLACEMENT

Last week, the Contractor completed installation of new water main along Penfold Place from Illinois Road to Scott Road. As part of this work, crews made storm sewer crossing improvements. Crews also completed multiple interconnections between the new and old water mains on Farnsworth Lane and Brentwood Road.

Residents were notified in advance of the water outages. Next week, the contractor will address the temporary pavement restoration. Additionally, crews pulverized the pavement on the north side of Woodlawn in preparation for the water main installation scheduled to start next week.

This project consists of replacing the original 1948 6-inch diameter cast iron water main along Woodlawn Road with new 8-inch diameter pipe and installation of new 8-inch pipe on Penfold Place from Scott Road to Illinois Road. With this construction, there will be temporary traffic delays and detours, construction noise, dust, and temporary daytime loss of driveway access. Additionally, the contractor will be permitted to store some equipment and materials in



the parkway throughout the project. All parkway areas disturbed by construction activities will be restored and the roadway will be resurfaced at the end of the project. For more information on this project and copies of notices, please visit www.northbrook.il.us/woodlawn.

2019 ASPHALT STREET REHABILITATION PROJECT

This week, the Village’s contractor patched asphalt streets and ground the asphalt on Picardy Circle and Picardy Drive. Next week, crews will begin paving Picardy Circle and Picardy Drive with leveling binder. For more information on this project and a listing of streets to be included, please visit www.northbrook.il.us/2019asphalt.

WATER DISTRIBUTION SYSTEM PRESSURE ZONE PROJECT

Work continued this week at the West Side Reservoir with work on piping and installation of the concrete bases of two new pumps and motors. Next week, the contractor will continue to install a third concrete base and install the new water meter on the Mission Brook service. This work at the reservoir is part of the implementation of a second pressure zone within the water distribution system to increase pressures in the northwest portion of the Village. As part of this work, the Village is completing a number of improvements to the West Side Reservoir, which will be used to pump water into the second pressure zone. The second zone is expected to be active later this year.

SHERMER ROAD RESURFACING

This week the Village's contractor adjusted structures and ground the surface of Shermer Road between Angle Avenue and Church Street. Preparing the roadway for paving by applying oil occurred Friday with paving planned for Saturday, June 15 and pavement markings planned early the week of June 17, weather permitting. Next week, the Village's contractor will complete the final resurfacing work on Shermer Road between Waukegan Road and Church Street. During this time, there will be intermittent lane closures but two-way traffic will be maintained throughout the duration of work. Motorists are asked to use caution in the work area.



SANITARY SEWER SMOKE TESTING

The Village of Northbrook owns and maintains approximately 133 miles of sanitary sewer with 3,411 manholes. This system collects and transports sanitary waste to the Metropolitan Water Reclamation District of Greater Chicago's (MWRD's) interceptor lines, which carry the waste to MWRD's North Side Treatment Plant in Skokie. MWRD is also the regional stormwater authority for Cook County and regulates stormwater discharge and storage.

Under MWRD regulations, any community that discharges into MWRD's system must implement an Infiltration & Inflow Control Program (often called an "IICP"). The goal of these programs is to prevent stormwater from infiltrating sanitary sewer systems, creating excessive wet weather flows and causing sanitary sewer back-ups. As part of creating this program, the Village must complete certain types of testing to its sanitary sewers. One required testing is smoke testing, where sanitary mains are pressurized with non-toxic, non-staining liquid smoke to help identify defects and potential points of cross connection (i.e. downspouts connected to the sanitary sewer). During this testing, smoke can rise up from sanitary sewer manholes, the vent stacks of individual buildings and the ground.

During the week of Monday, June 17, the Village's contractor will begin this testing in three areas of the community (highlighted on the map below in red), weather permitting. Staff anticipates this testing will take two weeks. . During this time, contractor crews will be pressurizing individual segments of main and surveying the area where the testing is being conducted to identify points where smoke is found. Contractor staff may need to temporarily access private property to spot smoke or access manholes on easements. A Public Works staff member will also be present at all times to help answer any questions and monitor work.



In anticipation of this work, staff mailed letters on Monday, June 3 to residents living in the testing areas advising them of the upcoming work and how to get more information. Additionally, two to three days prior to smoke testing, the Village's contractor will be placing pink door tags on each property to notify them of the specific date that the testing will occur on the sewer main serving their property and answer frequently asked questions. The day or two prior to testing, staff will also issue a Northbrook Notify message targeted to the individuals who have signed up in the area to be tested. (On Thursday, June 13, staff notified residents in the first testing area via Northbrook Notify phone calls and emails.) Finally, Staff will also be maintaining a webpage with more information and a daily log to keep residents updated at www.northbrook.il.us/smoketesting.

For any questions, please contact the Public Works Department at 847-272-4711.

ARTS COMMISSION ARTIST WORKSHOP

On the weekend of June 8 and 9, the Northbrook Arts Commission's Artist Workshop was held at the Park District's Village Green Center. The class was a success.



Participating artists were from Northbrook, Chicago, Arlington Heights, Hoffman Estates, Geneva, Mount Prospect, and Racine, WI. Workshop instructor Amery Bohling from Scottsdale, AZ and the Scottsdale Art School led the group in oil painting a seascape scene. Amery is known for her Plein Air and Grand Canyon paintings.

The Northbrook Arts Commission and the Northbrook Park District will collaborate again in Spring 2020 to host two more weekend art workshops. Michelle Usibelli will teach an oil painting workshop on May 2 & 3, 2020. A watercolor painting workshop will also be scheduled. Check out the Arts Commission website for updates www.northbrookarts.org

WEEK OF June 17, 2019

FRI.	6/14		FLAG DAY American flag	
SAT.	6/15		9-Noon Vehicle Stickers on sale – Village Hall, Finance Department	
SUN.	6/16		Father's Day	
MON.	6/17	7:00 p.m.	CRC Celebration of Cultures Subcommittee	
TUES.	6/18	7:30 p.m.	Committee of the Whole – Canceled	
		7:30 p.m.	Plan Commission – Terrace Room (Workshop meeting/not cablecast)	
WED.	6/19	7am-1pm	Farmer's Market Opening Day	
		7:30 a.m.	EDC Subcommittee - Terrace Room	
		7:00 p.m.	Youth Commission Meeting – Canceled	
THURS.	6/20	7:00 p.m.	EQC – Terrace Room	
FRI.	6/21		Summer Solstice	