



# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** June 28, 2019

**SUBJECT:** STAFF BRIEFING

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## WEEK OF JUNE 24, 2019

### SPECIAL COMMITTEE OF THE WHOLE MEETING

On Tuesday, June 25, the Board of Trustees held a Committee of the Whole meeting. During the meeting, the Village Attorney and Development & Planning Services staff presented information concerning the recently enacted “Cannabis Regulation and Tax Act.” In general terms, the Cannabis Regulation and Tax Act legalizes the sale and possession of recreational cannabis products for adult use (under certain strict standards). The Board of Trustees discussed a series of regulatory options for recreational cannabis, including (1) what types of zoning regulations should be established for dispensaries, and (2) whether Northbrook should impose a local sales tax of up to 3% of the purchase price on sales in a local dispensary. The Board members indicated that the Zoning Code should be amended to allow cannabis dispensaries within Commercial districts, but only by special permit. They also favored the adoption of a local sales tax. The Board asked the Plan Commission to develop a zoning code text amendment for the recreational dispensaries and the Board will discuss the issue of the sales tax amendment at a future committee meeting.

### REGULAR BOARD MEETING

The Board of Trustees held its regular meeting on Tuesday, June 25. Under President’s Report, the Board established and appointed Trustees to chair the following work committees: Finance (Kathryn Ciesla); Public Works (Bob Israel); Planning and Zoning (Muriel Collison); Community (Jason Han); Legislation and Communication (Heather Ross); and Public Safety (Johannah “JoJo” Hebl).

Under the Consent Agenda, the Board approved a number of resolutions and ordinances including agreements for Supervisory Control and Data Acquisition (SCADA) maintenance services; roof replacements at the water filtration plant and west side reservoir; services for the Commercial Avenue Detention Basin Rehabilitation Project, the 2019 Sidewalk Replacement Program, and the 2019 Concrete Street Patching and Improvement Program; water meter reading services; amended the Municipal Code and the Annual Fee Ordinance to Add New Liquor License Classes N, O, P-1, P-2, Q, Q-1 for Sip and Shop, Retail Establishments, Distillery, Brewery, and Special Events; directed the Plan Commission to evaluate zoning, regulation, and licensing of recreational cannabis businesses; prohibited replica firearm mobile phone cases in the Village; and denied a request for major variations at 4275 Lindenwood Lane.

During Planning and Zoning, the Board heard two preliminary reviews: a request by ATT for Special Permit Approval to allow an existing cell tower to expand at 180 Anets Drive and a request by Mitzvah Memorial Funerals for a Zoning Code Text Amendment to Allow Funeral Director in the I-1 Restricted Industrial District

at 3100 Dundee Road, Suite 801. Both were referred to the Plan Commission for review. During Public Safety, the Board approved a contract for crossing guard services.

The next Regular Board of Trustees meeting is Tuesday, July 23.

#### WOODLAWN ROAD AND PENFOLD PLACE WATER MAIN REPLACEMENT

This week, the Village's contractor installed the new water main and hydrants on Woodlawn Road between Western Avenue and Penfold Place (pictured right). Crews also completed temporary pavement installation on Penfold in advance of full resurfacing this fall. Next week, crews will begin installing new water main along Woodlawn between Penfold and Shermer Road.



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](http://www.northbrook.il.us/woodlawn).

#### 2019 ASPHALT STREET REHABILITATION PROJECT

This week, the Village's contractor paved the final surface on Picardy Circle and Picardy Drive. This concludes Phase 1 of the project. Following the conclusion of the Woodlawn Road and Penfold Place Water Main Replacement, Phase 2 will begin, which includes resurfacing Woodlawn between Western Avenue and Shermer Road and the entirety of Penfold Place. For more information on this project and a listing of streets to be included, please visit [www.northbrook.il.us/2019asphalt](http://www.northbrook.il.us/2019asphalt)

#### 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.

This week, crews completed all smoke testing as part of this year's program. The Village thanks residents and businesses for their patience and cooperation during these tests. For any questions, please contact the Public Works Department at 847-272-4711.

#### FOURTH OF JULY REMINDERS

The 4<sup>th</sup> of July is just days away! Visit [www.northbrook4thofJuly.com](http://www.northbrook4thofJuly.com) for a complete schedule of events, including the parade line-up. Everyone is encouraged to text *4thJuly* to 888777 to receive a link to the 4<sup>th</sup> of July website, and text notifications of any schedule changes and other information about the festivities.

As a reminder, beginning at 11:00 a.m. on Thursday, the Village will be installing temporary safety barricades along Cherry Lane, between Western Avenue and Briarwood Lane. All spectators are asked to "Step Back for Safety" and stay at the curb or behind the barricades and off the street during the parade.

On Thursday, many of the streets near fireworks viewing sites at Meadowhill Park and Techny Prairie Park and Field will have parking limited on one or both sides of the street. No parking will be allowed in cul de sacs to ensure first responders have clear access in case of an emergency. The Marcello's Food Truck and DJ entertainment will begin at 6:30pm at Meadowhill Park, before the spectacular Fireworks at dusk.

The Village Hall and Public Works offices will be closed on Thursday and Friday, July 4 and 5. Residents needing assistance should contact the Police Department's non-emergency number at 847-564-2060.

Residential refuse and recycling services will be delayed one day for Thursday and Friday customers. Thursday customers will have pick-up on Friday; Friday customers will have pick-up on Saturday.

#### 4TH OF JULY SAFETY – PLEASE LEAVE THE FIREWORKS TO THE PROFESSIONALS

A reminder from Northbrook Fire Chief Andy Carlson: If you are going to use legal devices, such as sparklers; smoke and punk devices; snake or glow-worm pellets; or trick noisemakers, such as party poppers, in your holiday celebration, keep the following in mind:

- Obey all local laws regarding legal fireworks devices.
- Always read and follow the directions on the label of the materials being used.
- Use goggles when lighting devices.
- Always have an adult present when handling and using the devices.
- Never give, or let young children use these devices, not even sparklers — which can reach temperatures of 1,200 F.
- Use legal devices in a safe outdoors area, away from houses, wooded areas and dry grass areas.
- Do not ignite or use devices near flammable or combustible materials (near gasoline cans or trash areas).
- Have a 5 gallon bucket of water and/or a charged garden hose with nozzle nearby.
- Remain a safe distance away from sparks and heat.
- Never reignite a device that does not light the first time or one that has been used.
- Never carry firework devices in your pocket or on your person.
- Keep pets indoors or away when using devices.
- Never discharge devices in glass or metal containers.
- Dispose of used and spent products by wetting thoroughly and placing in a metal trash can away from combustible materials.
- And, of course, in case of an emergency call 911 and let the operator know you are reporting a fire or medical emergency involving a firework device.

If someone gets hurt, here are a few tips to keep in mind until professional help arrives:

- For burns - apply clean cold water immediately. Do not apply any ointments or salves.
- For cuts or lacerations - use clean cold water, dry the area, apply a dressing and elevate or provide direct pressure to control bleeding.
- For injuries to the eye- rinse with clean water, cover with a dry clean dressing and wait for professional assistance to arrive. Do not attempt to remove impaled objects from the eye.

**SUMMER CELEBRATION AT NORTHBROOK COURT - VILLAGE HALL AT THE MALL & TOUCH-A-TRUCK**

The Village of Northbrook is teaming up with Northbrook Court for the *Summer Celebration* on Saturday, July 13 from 11 a.m. to 2 p.m. All are invited to stop by to enjoy a Touch-a-Truck event (First Responder Vehicles) in the parking lot between California Pizza Kitchen and Macy’s in the front parking lot. Inside the mall you’ll find *Village Hall at the Mall* staffed by Village representatives sharing information about the Northbrook Court redevelopment, Northbrook Notify, Northbrook Arts Commission, and performances by Culture in Motion (Dance), Top Note Music (kid sing-alongs and other performances) and story time by the Northbrook Public Library. There will be plenty of fun for the kids with free face painting and the opportunity to suit up as a fire fighter. Meet Northbrook’s first responders, with a special guest appearance by Sparky. Other activities include: Hair Braiding (hosted by Aveda), UV bead experiment (hosted by Noggin Builders), Obstacle Course (hosted by Hi Five), Skin care and make up tutorial (hosted by Everything Every Girl Needs), Northbrook Days selling raffle tickets, Northbrook Chamber promoting the “Live, Shop, Dine” text program, Lens Crafters handing out UV bracelets for kids & coloring.

**WEEK OF July 1, 2019**

<b>SAT.</b>	<b>6/29</b>	<b>9am-Noon</b>	<b>Vehicle Stickers on sale – Village Hall Finance Department</b>
<b>MON.</b>	<b>7/1</b>		
<b>TUES.</b>	<b>7/2</b>	<b>7am-3pm</b>	<b>Electronics Recycling – Public Works Garage, behind the Village Hall</b>
		7:00 p.m.	Special Arts Commission Meeting – Terrace Room
		7:30 p.m.	Plan Commission – <b>Canceled</b>
<b>WED.</b>	<b>7/3</b>		<b>No Meetings</b>
<b>THURS.</b>	<b>7/4</b>		<b>Independence Day Village Hall Closed</b>
		<b>2:30p.m.</b>	<b>Mile Long Parade –Cherry/Western to Shermer/Meadow</b>
		<b>Dusk</b>	<b>Fireworks - Meadowhill Park Velodrome &amp; Techny Prairie Park &amp; Fields</b>
		7:00 p.m.	Community Relations Commission - <b>Canceled</b>
<b>FRI.</b>	<b>7/5</b>		<b>Day after Independence Day Village Hall/Public Works Closed</b>
<b>SAT.</b>	<b>7/6</b>	<b>9 a.m – noon</b>	<b>Electronics Recycling – Public Works Garage, behind Village Hall</b>

