



Board of Park Commissioners

Regular Board Meeting Minutes

Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MINUTES of the Regular Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, January 25, 2017 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL—REGULAR MEETING

President Schyman called the Regular Meeting to order at 7:00pm. On a roll call by the Assistant Secretary, the following members were in attendance:

Commissioners Present: President Schyman; Vice President Randel; Commissioners Chambers, Simon, Slepicka and Ziering

Commissioners Absent: Commissioner Chalem

Officers Present: Secretary Hamer, Treasurer Munn

Staff Present: Directors Dalton, Loftus and Trongnetpanya; Administrative Assistant King

RECOGNITION OF VISITORS —

Matt Farmer, Village of Northbrook

Jim Baxa, Village of Northbrook

APPROVAL OF AGENDA

President Schyman called for any changes to the Agenda. Hearing none, Commissioner Simon made a motion to approve the Agenda as presented. The motion was seconded by Commissioner Slepicka and unanimously approved on a voice vote.

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of December 7, 2016 and Special Board Meeting Minutes of December 19, 2016 were previously distributed and reviewed. President Schyman called for any changes to the Minutes. Hearing none, Vice President Randel made a motion to approve the Minutes of the Regular Board Meeting of December 7, 2016 and Special Board Meeting Minutes of December 19, 2016 as presented. The motion was seconded by Commissioner Chambers and unanimously approved on a voice vote.

BOARD COMMITTEE REPORTS—

Economic Development Committee and Industrial & Commercial Development Commission (Joint Meeting)

Commissioner Slepicka gave a brief overview of topics covered at the most recent joint meeting of the Economic Development Committee and Industrial & Commercial Development Commission. Commissioner Slepicka noted that the Northbrook Chamber of Commerce and Chicago's North Shore Convention & Visitors Bureau gave presentations regarding their programs and services that promote economic development in the community. Commissioner Slepicka also noted that the Green Acres property was discussed, as it is a large parcel of property that will have a big impact on the Village once it is purchased.

CONSENT AGENDA

President Schyman announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the January 2017 Committee Meetings and are matters on which there was unanimity for placement on the Consent Agenda at this meeting. Consent Agenda items are those that are approved by one motion, unless any Board Member or staff requests that an item be removed. If a Consent Agenda

NORTHBROOK PARK DISTRICT

item(s) is removed it is then relocated to Action Items for discussion and consideration. President Schyman called for any changes to the Consent Agenda. Hearing none, Commissioner Ziering moved to approve the following items on the Consent Agenda. The motion was seconded by Commissioner Chambers and unanimously approved on a roll call vote.

6. a. Approval of November and December 2016 Vouchers

Motion: I move to approve the November and December 2016 Vouchers in the amount of \$2,922,175.29.

6. b. Approval of Amendment to Bus Transportation Services Contract for Fiscal Year 2016-17

Motion: I move to approve the amendment to the Bus Transportation Services Contract with First Student, Inc. of Naperville, Illinois to increase the amount not to exceed from \$63,170 to \$76,545 for the fiscal year 2016-17.

EXECUTIVE DIRECTOR REPORT

- 1) Noted that Congressman Schneider will be at the Leisure Center on January 27 at 12:15pm to call bingo
- 2) Announced that the 2016 Stewardship Reports were mailed to residents
- 3) Noted that the District's 90th Anniversary events will be announced in February
- 4) Announced that the website re-design project is on schedule and Director Ziolkowski will provide updates in February
- 5) Noted the dates of the following upcoming events:
 - Daddy Daughter Dance, February 3 from 6:30-9pm, Northbrook Hilton
 - NTYA's *Peter and the Wolf*, Saturdays from January 14 – February 18 at 10am & 1pm, Northbrook Theatre
 - IAPD Legislative Breakfast, February 3 at 9am, Park Ridge Park District
- 6) Announced that the memorial for Shirley Barth will take place on January 28
- 7) Noted that Northbrook-On-Ice show times are being changed to accommodate prom
- 8) Met with 31 full-time staff and has 6 more meetings scheduled. Has been impressed by the staff's energy and professionalism and is excited to get to know everyone!
- 9) Will provide the Board with potential dates for a spring Board/staff workshop
- 10) Noted that the Core Values Index (CVI) Training is scheduled for February 7-9
- 11) Thanked the Board for supporting continuing education opportunities for staff, such as the recent IAPD/IPRA Conference
- 12) Announced that the NFR letter for the 180 Anets property was received electronically and the hard copy was mailed yesterday.

COMMISSIONER REPORTS

Commissioner Chambers:

- 1) Attended Winter Carnival. Recognized Golf staff for encouraging a child to try a golf game
- 2) Thanked Registration Supervisor Corral for her assistance at the IAPD/IPRA Conference
- 3) Commended staff for representing the District well at the IAPD/IPRA Conference.

Commissioner Simon:

- 1) Apologized for missing Winter Carnival

Commissioner Slepicka:

- 1) Commended staff on the Stewardship Report
- 2) Attended the IAPD/IPRA Conference
- 3) Attended the State of the Village event. Complimented Sandy Frum's presentation

NORTHBROOK PARK DISTRICT

Commissioner Ziering:

- 1) Kudos to staff on the Stewardship Report
- 2) Had a great time at the IAPD/IPRA Conference and enjoyed the Board/staff dinner. Suggested having an informal dinner next year
- 3) Kudos to Vice President Randel for receiving the Mike Cassidy Commissioner Community Service Award at the IAPD/IPRA Conference

Vice President Randel: None

PRESIDENT'S REPORT

- 1) Hopes that everyone incorporates ideas from the IAPD/IPRA Conference into their work
- 2) Thanked staff for participating in the games at Board/staff dinner
- 3) Thanked Executive Director Hamer, Director Ziolkowski and Administrative Assistant King for organizing the Board/staff dinner
- 4) Took the CVI assessment and is looking forward to sharing his results
- 5) Noted that the Marketing + Communications Department won 3rd place in the Electronic Communication category at the IAPD/IPRA Conference

UNFINISHED BUSINESS—

Discuss West Park Storm Water Management Concepts

Matt Farmer, Village Engineer, and Jim Baxa, Civil and Special Projects Engineer, from the Village of Northbrook answered questions posed by the Parks and Properties Committee at the Parks and Properties Committee Meeting on January 16. Mr. Farmer and Mr. Baxa noted that the proposed detention area is designed to release storm water within 24 hours of a rain event and provided diagrams indicating potential water levels within the basin during different types of rain events.

The Board expressed concerns about having a naturalized detention area in the northwest corner of the park, as it would need to remain wet at all times, thus attracting frogs and mosquitoes. Director Dalton agreed that a grass-based sloped area in the northwest corner would be best for the District, as the area is near a playground.

After further discussion and review of the three construction alternates, the Board's consensus was that the Village move forward with Alternate B, with a grassy sloped area in the northwest corner of the park. Director Dalton noted that, while Alternate B may sacrifice the soccer field at times, it should keep water out of the parking lot, which is a higher priority. The Board also asked that the Village provide the final acre footage number for Alternate B with the sloped grassy area.

NEW BUSINESS— None

NEXT MEETING

President Schyman announced the next meeting of the Board of Commissioners will be the Regular Board Meeting of Wednesday, February 22, 2017, 7:00pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

ADJOURN

With no further business to come before the Board, a motion was made, seconded and unanimously approved on a voice vote to adjourn the Regular Meeting at 8:16pm.

NORTHBROOK PARK DISTRICT

Respectfully submitted,
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/s/ Molly Hamer
Molly Hamer, Secretary
Board of Commissioners/tek