



## Board of Park Commissioners Regular Board Meeting Minutes

Joe Doud Administration Building  
545 Academy Drive  
Northbrook, IL 60062

847-291-2960

[nbparks.org](http://nbparks.org)

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

### CALL TO ORDER AND ROLL CALL—REGULAR MEETING

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

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

Commissioners Absent: Commissioner Simon

Officers Present: Secretary Hamer, Treasurer Munn, Assistant Secretary Hodal

Staff Present: Directors Baron, Dalton, Loftus, Munn, Trongnetpanya, Ziolkowski

### RECOGNITION OF VISITORS – Kurt Youngmann (Resident of Northbrook); Todd Maver (*Northbrook Tower*)

Mr. Youngmann addressed the Board regarding the Senior Program at the Leisure Center. He felt advertising our Senior programs would increase participation. The Board thanked Mr. Youngmann for his interest in the Northbrook Park District and the Senior program and assured him that a representative of the Park District will contact him.

### APPROVAL OF AGENDA

President Randel called for any changes to the Agenda. Vice President Chambers made a motion to approve the Agenda. The motion was seconded by Commissioner Ziering and unanimously approved on a voice vote.

### APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of September 19, 2017 and the Minutes of the Closed Session Meeting of September 19, 2017 were previously distributed and reviewed. President Randel called for any changes to the Minutes. Hearing none, Commissioner Ziering made a motion to approve the Minutes of the Regular Board Meeting of September 19, 2017 and the Minutes of the Closed Session Meeting of September 19, 2017. The motion was seconded by Vice President Chambers and unanimously approved on a voice vote.

### BOARD COMMITTEE REPORTS—

Administration and Finance Committee Chair Slepicka updated the Board regarding the recent meeting of the Economic Development Committee at the Village of Northbrook. Topics included: 6b presentation; cost of land; Heritage Woods; and Green Acres.

### CONSENT AGENDA

President Randel announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the October 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 item(s) is removed it is then relocated to Action Items for discussion and consideration. President Randel called for any changes to the Consent Agenda. Hearing none, Vice President Chambers moved to approve the following items on the Consent Agenda. The motion was seconded by Commissioner Ziering and unanimously approved on a roll call vote.

# NORTHBROOK PARK DISTRICT

## 6. a. Approval of September 2017 Vouchers

**Motion:** I move to approve the September 2017 Vouchers in the amount of \$617,814.49.

## 6. b. Rejection of Sportsman's Country Club Range Netting Replacement, Bid #2139

**Motion:** I move to reject Sportsman's Country Club Range Netting Replacement, Bid #2139, base bid in the amount of \$78,616 from Midwest Netting Solutions, LLC of Glenview, IL.

## 6. c. Adoption of the 2009 ADA Transition Plan and 2017 Amendment

**Motion:** I move to adopt the 2009 ADA Transition Plan and 2017 Amendment from Recreation Accessibility Consultants, LLC of Hoffman Estates, Illinois and Skulski Consulting LLC of Fishers, Indiana.

## EXECUTIVE DIRECTOR REPORT

- 1) Thanked the Board for their endorsement of continuing education, stating that she experienced productive work sessions and vendor meetings at the NPRA Conference.
- 2) New recreation software Active Net went live on October 23, 2017. The Leisure Services team was acknowledged for their diligence in this important project.
- 3) Grateful to Leisure Services and Marketing and Communication teams for their work with the Plein Air Arts Festival.
- 4) Sports Center Pool has been submitted for the Outstanding Facility Award at the upcoming IPRA Conference.
- 5) The Bargaining Unit contract has been ratified.
- 6) Sportsman's Country Club staff member, Michael Wenzel, has been recognized by *Golf Digest* for his high ranking of 12<sup>th</sup> best instructor in Illinois.
- 7) Appreciated the Board's time and commitment to the recent Board Workshop.

## COMMISSIONER REPORTS

Commissioner Ziering:

- 1) Played at Sportsman's Country Club last week. Recognized the efforts for improvement made by the District have shown to be a worthwhile investment.
- 2) Thanked fellow Commissioners for their great attitudes and open minds in making the Board Workshop a success, as well as appreciated the Staff for their work and time.

Commissioner Slepicka:

- 1) Agreed Sportsman's Country Club looked great.
- 2) Thanked everyone for their work and preparation at the Workshop.

Commissioner Schyman:

- 1) While attending flag football and softball events, both Wescott Park and Techny Prairie Park and Fields looked great. Acquaintances have complimented the excellent condition of the Park District's Wood Oaks Green Park.
- 2) Suggested visiting Skokie Park District's 2-tiered golf range.

Vice President Chambers:

- 1) Autumnfest was wonderful. The attendance was great and the Park District Staff's time was appreciated.
- 2) Thanked Applauded the Village's Art Commission for the new event, Plein Air Arts Festival, and commended Director Loftus for her time and dedication. Purchased a work from one of the artists.
- 3) The Board Workshop provided some good steps for the District to move forward.

# NORTHBROOK PARK DISTRICT

Commissioner Chalem:

- 1) Suggested that Autumnfest be marketed for older children and purchasing Zorbs for the District as they were very popular and well received at the event.
- 2) Synchronized skating season has begun. Teams Elite Exhibition is on November 9.
- 3) On-line registration looks great, but may take some time to learn.
- 4) Pleased with the Board Workshop and appreciated the Staff's time.

## PRESIDENT'S REPORT

- 1) NRPA Conference was a great experience. Attended three informative sessions regarding park trends.
- 2) Made three accreditation visits in the last two weeks for other districts. High points: Mundelein Park District - indoor pool; Wheaton Park District - sensory garden.
- 3) Autumnfest was done well.
- 4) Kudos to the Staff for a great job at the Board Workshop. It was the best Board workshop or retreat that she has experienced in her 24 years as a commissioner.
- 5) Plein Air Arts Festival was very nice. Purchased a painting from one of the artists.
- 6) Elephant & Piggie's 'We are in a Play' at the Northbrook Theatre was praised by Northbrook Village President Frum.

## ACTION ITEMS

### 10. a. Adoption of Resolution 17-R-2, Truth-in-Taxation

Commissioner Slepicka moved to adopt Resolution 17-R-2, Truth-in-Taxation, determining the amounts of money exclusive of debt service and election costs estimated to be necessary to be raised by taxation to the full Board for adoption.

### 10. b. Adoption of Surplus Ordinance 17-O-6, Park District Equipment

Vice President Chambers moved to adopt Surplus Ordinance 17-O-6, Park District Equipment, declared surplus Park District equipment to be sold, traded or discarded of whichever is the best method of disposal.

UNFINISHED BUSINESS – None

## NEW BUSINESS –

Executive Director Hamer presented the Board a Consent to Dual Representation document allowing separate attorneys from Robbins Schwartz to develop the Intergovernmental Agreement for a joint capital development project at Techny Prairie Park and Fields. Robbins Schwartz currently serves as legal counsel for NSSRA as well as the Northbrook Park District.

## ACTION ITEMS

### 13. a. Approval of Consent to Dual Representation – Robbins Schwartz

Commissioner Ziering moved to approve the Consent of Dual Representation for Robbins Schwartz to dually represent both the Northbrook Park District and NSSRA for the capital development project at Techny Prairie Park and Fields.

## MOVE INTO CLOSED SESSION TO DISCUSS PURCHASE OR LEASE OF REAL PROPERTY, SECTION 2(c)5

President Randel called for a motion to move into Closed Session. Commissioner Chalem made a motion to move into Closed Session at 7:34pm to discuss Purchase or Lease of Real Property, Section 2(c)(5). The motion was seconded by Commissioner Ziering and unanimously approved on a roll call vote.

# NORTHBROOK PARK DISTRICT

## RETURN TO OPEN SESSION

After discussing matters of Purchase or Lease of Real Property, the Board arose from Closed Session at 7:59pm and reconvened to the Regular Meeting.

## NEXT MEETING

President Randel announced the next meeting of the Board of Commissioners will be the Committee-of-the Whole on Tuesday, November 14, 2017, 5:30pm, and the Regular Board Meeting of Wednesday, December 6, 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 by Commissioner Schyman, seconded by Commissioner Chalem and unanimously approved on a voice vote to adjourn the regular meeting at 8:02pm.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

/s/ Molly Hamer  
Molly Hamer, Secretary  
Board of Commissioners/jmh