



## Board of Park Commissioners Special Board Meeting Minutes

Joe Doud Administration Building  
545 Academy Drive  
Northbrook, IL 60062  
847-291-2960  
[nbparks.org](http://nbparks.org)

MINUTES of the Special Board Meeting of the Northbrook Park District Board of Commissioners held Monday, April 11, 2016 in the Joe Doud Administration Building, 545 Academy Drive Northbrook, Illinois.

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

President Schyman called the Special Meeting to order at 6:00pm. On a roll call by the Assistant Secretary, the following members were in attendance:

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

Commissioners Absent: Commissioner Zima

Officers Present: Secretary Hanetho; Treasurer Munn

Staff Present: Directors Baron, Dalton, Loftus, Trongnetpanya and Ziolkowski; Administrative Assistant Silvestri

### RECOGNITION OF VISITORS—

The following visitors were in attendance:

Bill Inman, Steve Konters and Cassandra Rice, Hitchcock Design Group

Barbara Heller, Sasaki

Jason Morado, ETC Institute

Terry Porter, GovHR

### ACTION ITEMS—

#### 4. a. Approval of Contractor Agreements for Sports Center Pool Renovation

Director Dalton gave a brief overview of the final contractor agreements and asked for any questions. Hearing none, Commissioner Chambers moved to approve the following contractor agreements for the renovation of the Sports Center Pool:

- Site Recovery Services, Inc. of Elmhurst, IL for demolition services in the amount of \$140,175
- Lenny Hoffman Excavating, Inc. of Wilmette, IL for excavation services in the amount of \$329,600
- Lenny Hoffman Excavating, Inc. of Wilmette, IL for site utility services in the amount \$175,000
- Action Fence of Mundelein, IL for fencing services in the amount of \$127,160
- Sebert Landscaping of Bartlett, IL for landscaping services in the amount of \$338,453
- Stuckey Construction of Waukegan, IL for concrete services in the amount of \$805,000
- Hargrave Builders, Inc. of South Elgin, IL for general trade services in the amount of \$179,020
- Jensen's Plumbing and Heating, Inc. of Woodstock, IL for HVAC services in the amount of \$43,191
- DeFranco Plumbing, Inc. of Palatine, IL for plumbing services in the amount of \$117,400
- Shore Line Electric of Wheeling, IL for electric services in the amount of \$221,740
- Mechanical Inc. of Freeport, IL for pool services in the amount of \$1,273,500

for a total of \$3,750,239.

The motion was seconded by Commissioner Ziering and unanimously approved on a roll call vote.

# NORTHBROOK PARK DISTRICT

## UNFINISHED BUSINESS—

### 5. b. Comprehensive Master Plan Update

Bill Inman, Steve Konters and Cassandra Rice of Hitchcock Design presented the results of the Connect Phase of the Master Planning process. The presentation included an overview of results from the statistically valid community survey conducted in the winter of 2016. It also incorporated feedback gathered from multiple engagement platforms and workshops, including an online community forum, an additional survey to specific Park District stakeholders, and workshops with the Park District Board and staff. Jason Morado of ETC Institute presented specifics related to the statistically valid survey results and Barbara Heller of Sasaki presented feedback on her Recreation Assessment of District programs and services. Board comments and questions included interpreting Community Survey charts and graphs and how this information ties to the overall need for the community. Both Jason Morado from ETC and Cassandra Rice from Hitchcock Design Group confirmed that District priorities will come from programs, amenities and services that show both a high unmet need and high importance. In summary, Hitchcock Design Group noted the following initial themes that developed as part of the Engagement Phase and recommended that the District consider these themes as they prioritize initiatives and projects during the next Envision Phase of the project:

- Develop additional trails, fitness, health and wellness opportunities
- Provide facilities and amenities to expand service for active adults and seniors
- Provide facilities and amenities to attract younger families
- Provide amenities for current trends such as pickleball and platform tennis
- Focus on updating and improving existing parks and indoor programming space
- Achieve goals with fiscal responsibility
- Look for opportunities to provide new indoor recreation facility and program space
- Look for opportunities to provide additional open gym space and lap swimming/water fitness
- Address park and open space acreage and distribution deficiencies

The Board thanked Hitchcock Design Group, Sasaki and ETC Institute for their presentation.

## NEXT MEETING

President Schyman announced the next meeting of the Board of Commissioners will be the Committee-of-the-Whole Meeting of Wednesday, April 20, 2016 at 6:30pm at the Joe Doud Administration Building, 545 Academy Drive and Regular Board Meeting of Wednesday, April 27, 2016 at 7:00pm at the Leisure Center Building, 3323 Walters Avenue, Northbrook, Illinois.

## MOVE INTO CLOSED SESSION TO DISCUSS THE EMPLOYMENT OF AN EMPLOYEE 2(c)(1)

President Schyman called for a motion to move into Closed Session. Commissioner Ziering made a motion to move into Closed Session at 7:41pm to discuss the Employment of an Employee, Section 2(c)(1). The motion was seconded by Commissioner Randel and unanimously approved on a roll call vote.

## RETURN TO OPEN SESSION

After discussing matters of the Employment of an Employee, the Board arose from Closed Session at 8:59pm and reconvened to the Special Meeting.

# NORTHBROOK PARK DISTRICT

## 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 Special Meeting at 9:00pm.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

/s/ Richard A. Hanetho  
Richard A. Hanetho, Secretary  
Board of Commissioners/aps