



**Board of Park Commissioners  
Administration & Finance Committee  
Meeting Minutes**

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

MINUTES of the Administration and Finance Committee Meeting of the Northbrook Park District Board of Commissioners held Tuesday, June 14, 2016 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The meeting was called to order at 6:32pm by Chair Slepicka.

Members Present – Chair Slepicka, Commissioners Simon and Ziering

Members Absent – None

Ex-Officio Members – Commissioners Chambers, Randel and Schyman

Staff – Directors Baron, Dalton, Loftus, Munn, Trongnetpanya and Ziolkowski; Administrative Assistant Silvestri

Commissioner Ziering made a motion to amend the agenda to add Closed Session for Employment of an Employee, Section 2(c)1 as agenda item IX. The motion was seconded by Commissioner Simon and approved on a voice vote.

RECOGNITION OF VISITORS– None

APPROVAL OF MINUTES– Minutes of May 18, 2016 were approved as presented.

VOUCHER REVIEW–

May 2016: The Committee recommended the Board approve the May 2016 vouchers in the amount of \$857,951.26.

AUDIT TOPICS– None

UNFINISHED BUSINESS– None

NEW BUSINESS–

**Consider Visage Mobile Golf Information System Lease Extension**

Director Baron gave a brief overview of the Visage Lease Extension. He noted that the District recently concluded a five year agreement with Visage and now has the option to extend the lease. He reviewed lease extension options with the Committee and explained that staff recommend the 48 month extension, due to the overall savings to the District. He also explained that if the District were to upgrade to new golf cars in the future, the Visage units are transferrable to the new cars. Director Baron confirmed with the Committee that since the original installation of the Visage units, staff increased car rental rates by \$1, which in turn increased annual rental revenue by \$46,000. He also confirmed with Commissioner Chambers that the expenses for the lease are budgeted annually in the operating budget. The Committee forwarded a 48 month lease Amendment with GPSi Leasing LLC in the amount of \$179,568 to the full Board for approval.

**Consider Addendum to Intergovernmental Agreement Establishing the Creation of the Northfield TWP Technology Consortium**

Director Trongnetpanya gave an overview of the Intergovernmental Agreement Addendum Establishing the Creation of the Northfield TWP Technology Consortium. He explained that the Park District is working with School District 225 and the Village of Northbrook to benefit from wholesale pricing on the internet. By leveraging the Village of Northbrook's fiber network, the Park District would receive 500 Mbps at \$0.83/Mbps for a monthly recurring cost of \$415 per month. This additional bandwidth would allow the Park District to increase the performance of Public WIFI

# NORTHBROOK PARK DISTRICT

across the District, terminate existing contracts for an overall reduction in cost of \$1,200 annually, as well as solve several bandwidth related performance issues. Director Trongnetpanya further explained that approval of the addendum is only good through March of 2017, when the original Agreement expires. At that time, Consortium members will take action to extend the Agreement. He also confirmed that the rates outlined in Appendix B are contractually guaranteed to District 225 for the next 9 years. Director Trongnetpanya responded to questions from Commissioner Schyman and Chair Slepicka related to network security and District access. He also confirmed with Commissioner Chambers that the Addendum was reviewed by the District's Legal Counsel. The Committee moved to approve an Addendum to the Intergovernmental Agreement Establishing the Creation of the Northfield Township Technology Consortium to include the Northbrook Park District as a member of the Consortium for the purpose of purchasing internet access/services at significant cost savings to the District to the full Board for approval.

INFORMATIONAL ITEMS / VERBAL UPDATE– None

## MOVE INTO CLOSED SESSION TO DISCUSS EMPLOYMENT OF AN EMPLOYEE, SECTION 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 6:55pm to discuss the Employment of an Employee, Section 2(c)(1). The motion was seconded by Commissioner Simon and unanimously approved on a roll call vote.

## RETURN TO OPEN SESSION

After discussing matters of Employment of an Employee, the Board arose from Closed Session at 7:55pm and reconvened to the Administration and Finance Committee Meeting.

## NEXT MEETING

The next Committee meeting was scheduled for July 19, 2016 at 6:15pm at the Joe Doud Administration Building, 545 Academy Drive.

## ADJOURNMENT

With no further business, the meeting was adjourned at 7:56pm.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

/s/ Mindy Munn  
Mindy Munn, Secretary  
Board of Commissioners/aps