



Board of Park Commissioners Regular Board Meeting Minutes

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

CALL TO ORDER AND ROLL CALL—2016 COOK COUNTY TRUTH-IN-TAXATION PUBLIC HEARING

President Schyman announced it is 7:00pm and the Public Hearing is now open. On a roll call by the Assistant Secretary, the following members were in attendance:

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

Commissioners Absent: None

Officers Present: Secretary Hamer, Treasurer Munn

Staff Present: Directors Baron, Dalton, Loftus, Trongnetpanya and Ziolkowski; Administrative Assistants King and Silvestri; Marketing Specialist Hickey

Visitors:

Dan Dorfman, *The Northbrook Tower*

Steve Konters, Hitchcock Design Group

PUBLIC HEARING—2016 PROPOSED TAX LEVY

President Schyman announced that the Park Board will now hold a public hearing on the 2016 proposed tax levy increase for the Northbrook Park District. He reported that the 2016 levy of \$10,897,726 is a decrease of 11.4% or \$1,399,839 from the 2015 levy, reflecting the retirement of the District's referendum bonds last month.

President Schyman announced that all persons desiring to be heard will now have an opportunity to present written or oral testimony with respect to the 2016 proposed tax levy. President Schyman asked if there were any written or oral comments from the Board. No comments were heard.

ADJOURN THE 2016 TRUTH-IN-TAXATION PUBLIC HEARING

President Schyman called for a motion to adjourn the 2016 Truth-In-Taxation Public Hearing of the Board of Commissioners. Commissioner Simon moved to adjourn the 2016 Truth-In-Taxation Public Hearing. The motion was seconded by Commissioner Slepicka and unanimously approved on a roll call vote. President Schyman declared the 2016 Truth-In-Taxation Public Hearing adjourned.

MINUTES of the Regular Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, December 7, 2016 in the Leisure Center Building located at 3323 Walters Avenue, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL—REGULAR MEETING

President Schyman called the Regular Meeting to order at 7:03pm. On a roll call by the Assistant Secretary, the following members were in attendance:

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

Commissioners Absent: None

Officers Present: Secretary Hamer, Treasurer Munn

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Staff Present: Directors Baron, Dalton, Loftus, Trongnetpanya and Ziolkowski; Administrative Assistants King and Silvestri; Marketing Specialist Hickey (left at 7:25pm)

RECOGNITION OF VISITORS —

The following visitors were present:

Dan Dorfman, *The Northbrook Tower*

Steve Konters, Hitchcock Design Group (left at 8:47pm)

APPROVAL OF AGENDA

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

COMPREHENSIVE MASTER PLAN UPDATE

Steve Konters of Hitchcock Design Group presented an update on the District's Comprehensive Master Plan. Since the presentation of the Comprehensive Master Plan draft action items in September, Hitchcock Design Group worked with staff to create a full draft of the Comprehensive Master Plan. Mr. Konters reviewed the draft with the Board and requested feedback. Overall trends in Board feedback included making formatting consistent, making information easier for the public to read and double-checking statistics for accuracy. Mr. Konters thanked the Board for their time and noted that the discussion will be incorporated into future edits. The final draft should be ready for review and adoption at the January Committee & Board Meetings. The Board thanked Mr. Konters for his time and efforts.

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of October 26, 2016 and Closed Session Minutes of October 26, 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 October 26, 2016 and Closed Session Minutes of October 26, 2016 as presented. The motion was seconded by Commissioner Ziering and unanimously approved on a voice vote.

BOARD COMMITTEE REPORTS— None

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 November 2016 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 Schyman called for any changes to the Consent Agenda. Hearing none, Commissioner Chambers moved to approve the following items on the Consent Agenda. The motion was seconded by Commissioner Simon and approved on a roll call vote.

10. a. Approval of October 2016 Vouchers

Motion: I move to approve the October 2016 Vouchers in the amount of \$674,967.99.

10. b. Approval of 2017 Regular Board Meeting Schedule

Motion: I move to approve the 2017 Regular Board Meeting Schedule.

10. c. Approval of Website Design RFP

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Motion: I move to approve the Website Design Proposal in the amount of \$38,898 from Clarity Partners of Chicago, Illinois.

ACTION ITEMS

11. a. Adoption of Ordinance 16-O-5, 2016 Tax Levy

Commissioner Slepicka moved to adopt Ordinance 16-O-5 providing for the Levy and Assessment of Taxes for the Northbrook Park District, Cook County, Illinois for the Fiscal Year beginning May 1, 2016 and ending April 30, 2017. The motion was seconded by Commissioner Simon and unanimously approved on a roll call vote.

11. b. Adoption of Resolution 16-R-3, Determine Closed Session Confidentiality and Destruction of Verbatim Recordings

Commissioner Slepicka moved to adopt Resolution 16-R-3, a Resolution determining Closed Session Minute Confidentiality and providing for the destruction of verbatim recording of Closed Session Meetings of the Northbrook Park District, Cook County, Illinois. The motion was seconded by Commissioner Simon and unanimously approved on a roll call vote.

11. c. Adoption of Resolution 16-R-4, 2016 Reduction in Tax Levy

Commissioner Slepicka moved to adopt Resolution 16-R-4, a Resolution providing for the possible reduction of Levy and Assessment of Taxes for the Northbrook Park District, Cook County, Illinois for the Fiscal Year beginning May 1, 2016 and ending April 30, 2017. The motion was seconded by Commissioner Simon and unanimously approved on a roll call vote.

EXECUTIVE DIRECTOR REPORT

- 1) Announced that Manager Kosbab was honored with the Environmental Leaders in Golf Award by the Golf Course Superintendents Association of America and *Golf Digest*. The Award recognizes individuals who advance and improve the golf course management profession and strengthen the compatibility of golf with our natural environment.
- 2) Noted the dates of the following upcoming events:
 - ISI Winter Welcome Competition, December 9-11, Northbrook Sports Center
 - Breakfast or Lunch with Santa, December 10 at 9am or Noon, Sportsman's Country Club
 - NTCC's *Grease: School Version*, December 10 & 11 at 12:30pm and 4pm, Northbrook Theatre
- 3) Would like to schedule a Special Board Meeting before end of year, potentially Monday, December 19 at 6pm at the Leisure Center. More information will be provided prior to the meeting.

COMMISSIONER REPORTS

Vice President Randel:

- 1) Attended the Wescott Park ribbon cutting on November 15.
- 2) Attended the Village Dinner.
- 3) Granted Accreditation to 8 different Illinois park districts.
- 4) Saw *Fancy Nancy* at the Northbrook Theatre. Well done! Complimented the new, comfy seats.

Commissioner Chalem:

- 1) Gave an update on Teams Elite.
- 2) Had her son's birthday at Greenbriar Gym. Would like to see more information about gym rentals.

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3) Almost done with Director meetings for Board orientation.

Commissioner Chambers:

- 1) Attended IAPD Legal Symposium. Gave Administrative Assistant Silvestri a binder of information from the Symposium, if anyone is interested in reading it.
- 2) Thanked Parks staff for clearing the snow in the Village Green parking lot so quickly.
- 3) Attended Wescott Park ribbon cutting and Village Dinner.

Commissioner Simon: None

Commissioner Slepicka:

- 1) Attended Village Dinner.
- 2) Attended Wescott Park ribbon cutting.
- 3) Joined Northbrook Senior Center and played bridge. Well done!
- 4) Noted that a friend played at Sportsman's Country Club and was very complimentary of the course.

Commissioner Ziering:

- 1) Attended the President's Outing. Thanked staff for their assistance. Suggested holding next year's event earlier in the year, when the weathers is more favorable.
- 2) Noticed more wildlife on the course at Sportsman's. Nice to see!

PRESIDENT'S REPORT

- 1) Played paddle tennis at Glenview. It was a lot of fun and highly attended. Great sport!
- 2) Noted that the Board ranked #1 in fantasy football.
- 3) Wished Administrative Assistant Silvestri well and welcomed Administrative Assistant King.

UNFINISHED BUSINESS —

NFR Letter Update

President Schyman noted that the District received a draft NFR letter for the 180 Anets property and has 30 days to review it. He requested that any Commissioners who have comments, please inform Director Dalton by the end of the week. President Schyman thanked Director Dalton for all of his work in helping get the property cleaned up.

AMENDMENT TO BOARD COMMITTEE ASSIGNMENTS

President Schyman proposed that Lisa Chalem take his place as Parks and Properties Committee Member for the remainder of the 2016-2017 Fiscal Year. Commissioner Chambers moved to approve that Lisa Chalem replace President Schyman as Parks and Properties Committee member for the remainder of the 2016-2017 Fiscal Year. The motion was seconded by Commissioner Simon and unanimously approved on a voice vote.

NEW BUSINESS — None

NEXT MEETING

President Schyman announced the next meeting of the Board of Commissioners will be the Regular Board Meeting of Wednesday, January 25, 2017 at 7:00pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

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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 9:05pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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