



Board of Park Commissioners Regular Board Meeting Minutes

Joe Doud Administration Building
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Northbrook, IL 60062
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nbparks.org

MINUTES of the Regular Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, May 24, 2017 in the Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL PUBLIC HEARING—2017 BUDGET AND APPROPRIATION

President Schyman called the Public Hearing 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 Chalem, Chambers, Simon, Slepicka and Ziering

Commissioners Absent: None

Officers Present: Treasurer Munn and Secretary Hamer; Assistant Secretary Silvestri

Staff Present: Directors Baron, Dalton, Loftus and Ziolkowski

2017 BUDGET AND APPROPRIATIONS PUBLIC HEARING –

President Schyman announced, “It is 7:00 p.m. and the public hearing is open for comments on the Combined Annual Budget and Appropriation of Funds for the Northbrook Park District, Cook County, Illinois for the shortened fiscal period beginning on the 1st day of May, 2017 and ending on the 31st day of December, 2017. The purpose of the hearing is to give the public an opportunity to be heard with regard to the planned budget and appropriations for the coming fiscal year. If follow up communication is necessary, a Northbrook Park District staff member will contact you within two business days.”

“The budget was prepared in tentative form and made available to the public for inspection for at least 30 days at the administrative office of the Park District and on the District’s website. Notice of this public hearing was published May 11, 2017 in the *Northbrook Star*.”

“The Budget & Appropriation Ordinance creates a ceiling on the Park District’s expenditures during the fiscal year and, therefore, is structured to include appropriations of every dollar that can reasonably be anticipated to be received and spent.”

President Schyman announced, the “Hearing is now open to questions from the Board and public.” He then recognized anyone wishing to speak to this issue, first from the Commissioners and then the audience. No comments were heard.

President Schyman announced, “Hearing no further comments or questions regarding the Combined Annual Budget and Appropriation of Funds for the Northbrook Park District, I declare the public hearing closed.”

President Schyman called for a motion to adjourn the public hearing. Commissioner Ziering moved to adjourn the 2017 Budget and Appropriation Public Hearing. The motion was seconded by Commissioner Simon and unanimously approved on a voice vote.

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CALL TO ORDER AND ROLL CALL—REGULAR MEETING

President Schyman called the Regular Meeting to order at 7:02pm. 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: Treasurer Munn and Secretary Hamer; Assistant Secretary Silvestri

Staff Present: Directors Baron, Dalton, Loftus and Ziolkowski

RECOGNITION OF VISITORS

Rhoda Riesman – Northbrook Resident

Ms. Reisman addressed the Board and thanked them for the opportunity to speak. She explained that she has been a resident of Northbrook for 50 years and a member of the Northbrook Dog Park for 4½ years. She expressed her frustration with a large area of standing water at the Dog Park and her concern for the health of the dogs regarding potential diseases. She noted that other members of the Dog Park are concerned about the standing water and are also frustrated that the Park does not stay open longer when the sun sets later. She felt it was important to come before the Park Board to address her concerns, as she does not believe anyone has brought their concerns to the Board previously.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Minutes of the Committee-Of-The-Whole Meeting of April 17, 2017 and Regular Board Meeting of April 26, 2017 were previously distributed and reviewed. President Schyman called for any changes to the Minutes. Hearing none, Commissioner Simon made a motion to approve the Committee-Of-The-Whole Meeting Minutes of April 17, 2017 and Regular Board Meeting Minutes of April 26, 2017 as presented. The motion was 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 May 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 Schyman called for any changes to the Consent Agenda. Hearing none, Commissioner Randel moved to approve the following items on the Consent Agenda. The motion was seconded by Commissioner Simon and approved on a roll call vote.

6. a. Approval of District Hard Court and Velodrome Repairs, Bid 2125

Motion: I move to approve the Hard Court & Velodrome Repairs in the amount of \$80,500 from U.S. Tennis Court Construction Co. of Lockport, Illinois.

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6. b. Approval of Sportsman’s Greens Mower Replacement

Motion: I move to approve the purchase of six Toro Greensmaster Flex 2129 walk-behind mowers from Reinders Inc. of Franklin Park, Illinois for a total of \$76,306.02.

6. c. Approval of Sportsman’s TriFlex Mower Replacement

Motion: I move to approve the purchase of a Toro Greensmaster 3300 TriFlex mower from Reinders Inc. of Franklin Park, Illinois for a total of \$37,497.05.

6. d. Approval of Sportsman’s Turf Sprayer Replacement

Motion: I move to approve the purchase of a Toro Multi Pro 5800-G 300-gallon sprayer from Reinders Inc. of Franklin Park, Illinois for a total of \$49,688.33.

6. e. Approval of Professional Services Agreement Recommendation

Motion: I move to approve the Agreement for Golf Consulting Services in the amount of \$39,500 and a reimbursable expense amount not to exceed \$10,000 from Sirius Golf Advisors, LLC of Midland, Georgia.

ACTION ITEMS

7. a. Approval of April 2017 Vouchers

Commissioner Slepicka moved to approve the April 2017 Vouchers in the amount of \$880,691.43. The motion was seconded by Commissioner Simon and unanimously approved on a roll call vote.

7. b. Adoption of Resolution 17-R-1, Determine Closed Session Confidentiality and Destruction of Verbatim Recordings

Commissioner Slepicka moved to adopt Resolution 17-R-1, 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.

7. c. Adoption of Ordinance 17-O-2, Budget and Appropriation

Commissioner Slepicka moved to approve Ordinance 17-O-2, an Ordinance making a Combined Annual Budget and Appropriation of Funds for the Northbrook Park District for the shortened fiscal period beginning May 1, 2017 and ending December 31, 2017. The motion was seconded by Commissioner Simon and unanimously approved on a roll call vote.

7. d. Adoption of Ordinance 17-O-3, Prevailing Wage

Commissioner Chambers moved to approve Ordinance 17-O-3, an Ordinance adopting prevailing wages to be paid to laborers, mechanics and other workers performing construction of public works for the Northbrook Park District. The motion approved on a roll call vote. Vice President Randel voted present.

7. e. Adoption of Ordinance 17-O-4, Fiscal Year Change

Commissioner Slepicka moved to approve Ordinance 17-O-4, an Ordinance changing the Fiscal Year of the Northbrook Park District to a calendar fiscal year effective January 1, 2018. The motion was seconded by Commissioner Simon and unanimously approved on a roll call vote.

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7. f. Approval of West Park Intergovernmental Agreement with the Village of Northbrook

Commissioner Chambers moved to approve the Intergovernmental Agreement for the Granting of Easements for the Construction, Installation and Maintenance of a Storm Water Storage Facility with the Village of Northbrook at West Park. The motion was seconded by Commissioner Randel and unanimously approved on a roll call vote.

7. g. Approval of Intergovernmental Agreement with Village of Northbrook for Hosting of Technology Equipment

Commissioner Slepicka moved to approve an Intergovernmental Agreement with the Village of Northbrook for the Hosting of Park District Technology Equipment. The motion was seconded by Commissioner Simon and unanimously approved on a roll call vote.

7. h. Approval of Special Use Permit for the Northbrook Civic Foundation

Commissioner Chambers moved to approve the use of Village Green Park for the Northbrook Days Carnival and a Special Use Permit to allow the sale and consumption of beer and wine for the time period of August 2nd through August 6th, 2017. The motion was seconded by Commissioner Chalem and approved on a roll call vote. Commissioner Randel abstained from voting.

EXECUTIVE DIRECTOR REPORT

- 1) Noted that the Executive Summary of Comprehensive Master Plan is complete will be posted to the website
- 2) Attended Student Government Day for the first time and the mock Village Board Meeting
- 3) Attended Northbrook-on-Ice for the first time. Spectacular show!
- 4) The Village of Northbrook is holding Memorial Day Services at Village Green Park on Monday, May 29th
- 5) Noted that Meadowhill Aquatic Center opens this weekend
- 6) Sports Center Pool planned to open on June 17th pending final inspections
- 7) Asked the Board to check their calendars for a Board/staff workshop on either October 14th or 21st

COMMISSIONER REPORTS

Commissioner Simon: None

Commissioner Chambers:

- 1) Noted that she recently attended the IAPD Legislative Conference and expressed her concern for the potential property tax freeze. She explained that a freeze would have a huge impact on the District and is a serious problem that we should discuss with our Legislators. The State is discussing a minimum of a two-year freeze and there is a lack of understanding in the community and State. A freeze would have no impact to the State budget or financial position and may require the Park District to either raise fees or cut services.
- 2) Attended Northbrook-on-Ice. Thank you to all of the staff and volunteers. It is a huge undertaking and was a great show!

Vice President Randel:

- 1) Echoed Commissioner Chambers comments on Northbrook-on-Ice.
- 2) Attended the bocce ball court opening. Expressed that it will be a much-used amenity!
- 3) Attended a Joint Distinguished Park and Recreation Committee Meeting.
- 4) Attended Flamingo Fridays. Expressed her thanks to Park District staff who participated in the event with activities for families and kids.

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Commissioner Chalem:

- 1) Volunteered at Northbrook-on-Ice. Expressed that it is an extremely well-run event!
- 2) Noted that she has heard a lot of excitement about the soon-to-open Sports Center Pool.
- 3) Attended the All-Star baseball game and received very positive feedback from the head of the Baseball Commission regarding the quality of the field.

Commissioner Slepicka:

- 1) Attended the bocce ball court opening and noted that there was a good turnout, considering the weather.
- 2) Expressed that the golf course looks great, even if the weather is not cooperating.

Commissioner Ziering:

- 1) Attended the bocce ball court opening.
- 2) Expressed how impressed he is by the depth of quality staff at the Park District.

PRESIDENTS REPORT

- 1) Attended Northbrook-on-Ice. Always impressed by the set design and noted that the sets are as good as a Broadway Show!
- 2) Echoed Commissioner Chalem's comments on the field quality at the All-Star Game and thanked Parks' staff
- 3) Attended the Wescott Park ribbon cutting and continue to hear positive comments about the field and the opening.

UNFINISHED BUSINESS— None

NEW BUSINESS

Commissioner Chambers explained that she recently learned that Senator Julie Morrison is a strong supporter of a two-year property tax freeze. She requested consensus from the Board to provide a letter to Senator Morrison regarding the impact a property tax freeze would have on the District. This would provide important discussion points and data in writing that Senator Morrison could use when taking a final vote regarding the freeze. The consensus of the Board was to draft a letter and send it through email and hard copy mail no later than Friday, May 26, 2017. Commissioner Chambers confirmed with Commissioner Slepicka that the Illinois Association of Park Districts is advocating on behalf of Park Districts in Springfield and encouraging all of their members to write to their Legislators and the Governor regarding this important topic.

BOARD OFFICER ELECTIONS

President Schyman announced the proposed slate of Penelope J. Randel for President and Mary Ann Chambers for Vice President of the Northbrook Park District Board of Commissioners. Commissioner Simon moved to approve the Board Officers of Penelope J. Randel for President and Mary Ann Chambers for Vice President of the Northbrook Park District Board of Commissioners, effective May 24, 2017 through May 23, 2018. President Schyman thanked former President Ziering, staff and his family for their support during his time as president. The motion was approved on a voice vote.

Newly elected President Randel presented a plaque on behalf of the Park Board to past president Michael Schyman, thanking him for his Leadership. Past president Schyman presented a plaque to President Randel and thanked her on behalf of the Board for her support as Vice President.

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BOARD COMMITTEE ASSIGNMENTS—2017-2018

President Randel announced the proposed Board Committee Assignments for 2017-2018

Administration and Finance Committee: Chair Ken Slepicka; Jeff Simon, Michael Schyman; Staff—Mindy Munn

Golf Operations Committee: Chair Michael Ziering; Ken Slepicka, Mary Ann Chambers; Staff—Greg Baron

Leisure Services Committee: Chair Jeff Simon; Ken Slepicka, Michael Schyman; Staff—Eileen Loftus

Parks and Properties Committee: Chair Mary Ann Chambers; Michael Ziering, Lisa Chalem; Staff—Ed Dalton

Policy Committee: Chair Randel; Michael Ziering, Mary Ann Chambers; Staff—Molly Hamer

Economic Development Liaison: Ken Slepicka

Employee Recognition Liaison: Penny Randel

School District Liaisons: Penny Randel—No. 27; Ken Slepicka—No. 28; Michael Schyman—No. 30; Michael Ziering—No. 31; Michael Schyman—No. 225

NSSRA Liaison: Michael Schyman

Media Liaison: Ann Ziolkowski

Commissioner Simon moved to approve the 2017-2018 Board Committee Assignments as presented and effective May 24, 2017 through May 23, 2018. The motion was seconded by Commissioner Chambers and unanimously approved on a voice vote.

NEXT MEETING

President Schyman announced the next meeting of the Board of Commissioners will be the Regular Board Meeting of Wednesday, June 28, 2017, 7:00pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

MOVE INTO CLOSED SESSION TO DISCUSS PERFORMANCE OF AN EMPLOYEE, SECTION 2(c)1

President Randel called for a motion to move into Closed Session. Commissioner Simon made a motion to move into Closed Session at 7:46pm to discuss Performance of an Employee, Section 2(c)(1). The motion was seconded by Commissioner Ziering and unanimously approved on a roll call vote.

RETURN TO OPEN SESSION

After discussing matters of Performance of an Employee, the Board arose from Closed Session at 9:47pm and reconvened to the Regular Meeting.

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 9:47pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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