



Board of Park Commissioners Committee-Of-The-Whole Meeting

Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
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nbparks.org

MINUTES of the Committee-Of-The-Whole Meeting of the Northbrook Park District Board of Commissioners held Tuesday, November 14, 2017 at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Randel called the meeting to order at 5:45pm. On a roll call by the Assistant Secretary, the following members were in attendance:

Commissioners Present: President Randel; Vice President Chambers; Commissioners Chalem, Schyman (left at 6:40), Simon, Slepicka

Commissioners Absent: Commissioner Ziering

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

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

RECOGNITION OF VISITORS— None

APPROVAL OF MINUTES-

Minutes of the Administration & Finance Committee Meeting of October 18, 2017, Parks & Properties Committee Meeting of October 18, 2017 and Closed Session Parks & Properties Committee Meeting of October 18, 2017 were previously distributed and reviewed. President Randel called for any changes to the Minutes. Hearing none, a motion was made to approve the Minutes of the Administration & Finance Committee Meeting of October 18, 2017, Parks & Properties Committee Meeting of October 18, 2017 and Closed Session Parks & Properties Committee Meeting of October 18, 2017. The motion was seconded and unanimously approved on a voice vote.

VOUCHER REVIEW

Director Munn noted that there were no pre-questions regarding the October 2017 Voucher Report. President Randel called for any additional questions. Hearing none, the Committee moved the October 2017 vouchers in the amount of \$762,310.65 to the full Board for approval.

NEW BUSINESS

V. a. Consider Ordinance 17-O-7, 2017 Tax Levy

The levy recommendation was developed based on revenue and expense forecasts, as well as considering existing reserve balances of individual funds. The total levy reflects a 2.7% increase compared to the previous tax year.

V. b. Consider Resolution 17-R-3, 2017 Reduction in Tax Levy

The Resolution directs the Cook County Clerk to reduce a specific levy if the Tax Levy Ordinance exceeds the tax cap amount calculated by the Clerk. If a reduction is necessary, we are directing the Clerk to reduce the levy within the Corporate Fund.

NORTHBROOK PARK DISTRICT

V. c. Consider Lauterbach & Amen, LLP Audit Engagement Letter

The Board reviewed the Engagement Letter from Lauterbach & Amen to perform audit services for the District for fiscal years ending December 31, 2017 through December 31, 2019, including an option to renew for fiscal years 2020 and 2021.

V. d. Consider 2018 Regular Board Meeting Schedule

A tentative 2018 meeting calendar was considered. The Committee-Of-The-Whole discussed the prospect of setting all Committee dates for 2018 in advance. Board Meeting dates for the year were reviewed.

V. e. Consider IAPD Delegates to the 2018 IAPD Annual Business Meeting

The Committee-Of-The-Whole discussed which Commissioner(s) would represent the District at the upcoming IAPD meeting in January.

REVIEW OF THE 2018 CAPITAL IMPROVEMENT PLAN

The Committee-Of-The-Whole reviewed the Draft version of the 2018 Capital Improvement Plan.

MOVE INTO CLOSED SESSION TO DISCUSS SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES, SECTION 2(c)(21)

President Randel called for a motion to move into Closed Session. A motion was made to move into Closed Session at 6:44pm to discuss Semi-Annual Review of Closed Session Minutes, Section 2(c)(21). The motion was seconded and unanimously approved on a roll call vote.

RETURN TO OPEN SESSION

After discussing matters of the Semi-Annual Review of Closed Session Minutes, Section 2(c)(21), President Randel called for a motion to return to Open Session. A motion was made and seconded. The motion was unanimously approved by a voice vote. The Board arose from Closed Session at 6:47pm and reconvened to the Committee-Of-The-Whole Meeting.

ADJOURN

With no further business to come before the Board, a motion was made to adjourn the Committee-of-the-Whole Meeting at 6:47pm. The motion was seconded and unanimously approved on a voice vote.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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