



Board of Park Commissioners

Regular Board Meeting Minutes

Joe Doud Administration Building
545 Academy Drive
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, April 25, 2018 in the Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL—REGULAR BOARD MEETING

President Randel called the Regular Board Meeting to order at 7:00pm. On a roll call by the Assistant Secretary, the following members were in attendance:

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

Officers Present: Executive Director Hamer, Treasurer Munn and Assistant Secretary Hodal

Staff Present: Directors Baron, Dalton, Loftus and Ziolkowski

RECOGNITION OF VISITORS – Todd Marver, *The Northbrook Tower*

APPROVAL OF AGENDA

President Randel called for any changes to the Agenda. A motion was made to amend the Agenda, adding *10.c. Committee Reports* and removing *7.d. Approval of Professional Service Contract with Wight & Company, Inc.* The motion was seconded and unanimously approved on a voice vote.

APPROVAL OF MINUTES

Minutes of the Regular Board Meeting of March 28, 2018 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 Regular Board Meeting of March 28, 2018. The motion was seconded and unanimously approved on a voice vote.

BOARD COMMITTEE REPORTS

Commissioner Slepicka reported on the most recent Village of Northbrook Economic Development Committee meeting. The 6B request for Pyramid Packaging, Inc. is moving toward acceptance. *Active Killer: Train the Trainer* sessions are continuing. Sales tax in Northbrook went up 0.25% due to the drop in sales of goods. At Northbrook Court, Macy's sold their retail space to GGP, the owner of the shopping center.

CONSENT AGENDA

President Randel announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the April 16, 2018 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 Randel called for any changes to the Consent Agenda. Hearing none, a motion was made to approve the following items on the Consent Agenda. The motion was seconded and unanimously approved on a roll call vote.

6. a. Approval of the March 2018 Vouchers

Motion: I move to approve the March Vouchers in the amount of \$759,978.18.

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6. b. Approval of Northbrook Sports Center Roof Top Unit Replacements, Bid #2152

Motion: I move to approve the Northbrook Sports Center Roof Top Unit Replacements, Bid #2152.

6. c. Approve Special Use Permit for the Northbrook Civic Foundation

Motion: I move to approve the Special Use Permit for the Northbrook Civic Foundation.

ACTION ITEMS

7. a. Approval of Intergovernmental Agreement with the Village of Northbrook-Leisure Center Parking Lot

Chair Chambers moved to approve the Intergovernmental Agreement with the Village of Northbrook for the Leisure Center Parking Lot. The motion was seconded and unanimously approved on a roll call vote.

7. b. Approval for Professional Service Contract with Corporate Construction Services

Chair Chambers moved to approve the Professional Service Contract with Corporate Construction Services. The motion was seconded and unanimously approved on a roll call vote.

7. c. Approval of Communication Plan Contract with Jasculca Terman Strategic Communications

Chair Slepicka moved to approve the Communication Plan Contract with Jasculca Terman Strategic Communications. The motion was seconded and unanimously approved on a roll call vote.

EXECUTIVE DIRECTOR REPORT

- 1) Marketing plans are underway for camps, golf and aquatics. The new Summer Guide will be available next week.
- 2) Attended Seasonal Staff Golf Kickoff meeting on April 10. Leagues will start next week.
- 3) We are working out the details of a reciprocity agreement with Sunset Valley as they are under construction this summer.
- 4) Friends of Chicago River will hold their 26th Annual Chicago River Day. Glenbrook North High School suggested cleanup for the section of river flowing through Techny Prairie Parks and Fields. On May 12, litter will be picked-up and District Parks staff will dispose of the items.
- 5) At the Northbrook Theatre, *Wizard of Oz* tickets go on sale May 1 to the public. *Madagascar* sold almost 1,500 tickets to the six shows comprised of three casts, which equates to 93% theatre capacity.
- 6) Second round interviews are taking place for the Recreation Supervisor position overseeing Active Adults and Seniors.
- 7) NSSRA Shining Stars Banquet was held on Friday, April 20. Thank you President Randel, Vice President Chambers and Commissioners Chalem and Schyman for attending on the District's behalf.
- 8) Thank you to Vice President Chambers for attending the IAPD Legislative Conference in Springfield.
- 9) To prepare for our partnership with NSSRA, last week a team of seven staff visited two park districts, Downers Grove and Addison. These two districts have previously partnered with an SRA.

COMMISSIONER REPORTS

Commissioner Chalem:

- 1) Teams Elite program had an amazing turnout of almost 100 skaters for tryouts for the 2018-2019 season. The success from our previous year brought in more skaters. It is possible, at some point, our Junior team could qualify for a Team USA competition.
- 2) Busy preparing for the upcoming *Northbrook on Ice* show, May 11-13.
- 3) Attended the NSSRA Shining Stars Banquet. There was an announcement regarding partnering with the Park District as part of NSSRA's goal for the future.

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- 4) Attended the Art Show at the Northbrook Public Library. It displays a great partnership with the Northbrook Arts Commission.

Commissioner Ziering:

- 1) Attended the Village of Northbrook's Earth and Arbor Day event. Participated in cleaning up areas in Northbrook.
- 2) Appreciated receiving a link about Cook Country Board President Toni Preckwinkle.

Commissioner Schyman:

- 1) Attended the Village of Northbrook's Earth and Arbor Day and was able to do some recycling of goods. Very organized event.
- 2) Attended the NSSRA Banquet and it felt like their client base was very excited about the partnership.
- 3) Baseball gets started this weekend at Village Green.
- 4) *Madagascar* performance at the Northbrook Theatre was great. Attended with daughter. Audience was excited as were the actors. Great job; well done. District staff deserves kudos.

Commissioner Slepicka:

- 1) Attended Earth and Arbor Day. Nice set up for the children.
- 2) Golfed for the first time at Sportsman's Country Club.

Commissioner Simon:

Nothing to report

Vice President Chambers:

- 1) Attended the NSSRA Banquet. Everyone seemed very excited about the upcoming partnership.
- 2) Attended the IAPD Legislative Conference today in Springfield. The program this morning was interesting. As far as the budgeting process goes, money for OSLAD is available. The District will look into that grant for upcoming capital projects. Not a lot of talk about property tax freezes at the moment.
- 3) Second installment of property tax bills may be running late this year.

PRESIDENT'S REPORT

- 1) The NSSRA Banquet was well attended.
- 2) Due date for filing of your Statement of Economic Interests is May 1.
- 3) Please send in your requests in the next few weeks for Board Committee Assignments.
- 4) Board appointments were made for Secretary, Assistant Secretary, Treasurer, Attorney, Auditor, NSSRA representative and Alternate. These appointments will run until May 2019.
- 5) The Nominating Committee confirmed their nomination to retain Commissioner Randel as President and Mary Ann Chambers as Vice President.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

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NEXT MEETING

President Randel announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, May 23, 2018 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

ADJOURN

With no further business to come before the Board, a motion was made and seconded, and unanimously approved on a voice vote to adjourn the Regular Board Meeting at 7:37pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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