



Board of Park Commissioners Board Meeting Minutes

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

MINUTES of the Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, January 23, 2019 in the Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Randel called the Board Meeting to order at 6:02pm. On a roll call by Assistant Secretary Peterson, the following members were in attendance:

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

Commissioners Absent: Vice President Chambers; Commissioner Slepicka

Officers Present: Executive Director Hamer; Assistant Secretary Peterson

Officers Absent: Treasurer Munn

Staff Present: Directors Dalton, Loftus and Ziolkowski; Specialist Scharp

Staff Absent: Director Baron

RECOGNITION OF VISITORS – Matt Curin, Northbrook Resident; Todd Marvel, *The Northbrook Tower*

APPROVAL OF AGENDA

President Randel called for any changes to the Agenda. Hearing none, Commissioner Simon made a motion to approve the Agenda. The motion was seconded and unanimously approved on a voice vote.

APPROVAL OF MINUTES

Minutes of the Board Meeting of October 24, 2018 and Board Meeting of December 12, 2018 were previously distributed and reviewed. President Randel called for any changes to the Board Meeting minutes. Hearing none, Commissioner Simon made a motion to approve the Minutes of the Board Meeting of October 24, 2018 and Board Meeting of December 12, 2018. The motion was seconded and unanimously approved on a voice vote.

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 January 16, 2019 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. President Randel called for Consent Agenda item 1/23.8 Approval of Professional Contract with RATIO be moved to an Action Item. The motion was seconded and unanimously approved on a roll call vote. Commissioner Chalem made a motion to approve the following items on the Consent Agenda. The motion was seconded and unanimously approved on a roll call vote.

VI. 1/23.3 Approval of the December 2018 Vouchers

Motion: I move to approve the December 2018 Vouchers in the amount of \$770,249.02.

VI. 1/23.4 Approval of 2019 Staff and Participant Apparel Bid, #2160

Motion: I move to approve the 2019 Staff and Participant Apparel Bid for an overall total of \$33,909.16, as follows: 1) approve award of Categories A and C to Added Incentives, Inc. for the combined total

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amount of \$3,211.15; 2) waive computational errors made by Arena Sports USA, Inc. for Categories G and H and approve award of Categories D, E, G, H and I to Arena Sports USA, Inc. for the combined total amount of \$26,400.73; 3) waive the computational errors made by Sharp Sports for Category F and approve award of Categories B and F to Sharp Sports for the combined total amount of \$4,297.28.

- VI. 1/23.5 Approval of Full-time Non-Bargaining Unit Merit and Discretionary Pools for FY 2019
Motion: I move to approve a merit pool in the amount of \$106,172 and a discretionary pool in the amount of \$41,773 for full-time non-bargaining unit staff for the 2019 fiscal year.
- VI. 1/23.6 Approval of District Northwest Mowing Bid, #2161
Motion: I move to approve the Northwest Mowing Contract for \$212,856.00 from Brightview Landscapes, Long Grove, Illinois.
- VI. 1/23.7 Approval of Profession Services Contract Amendment Number 2 with Wight and Company, Inc. for Design and Construction of Activity Center
Motion: I move to approve the contract amendment for professional services with Wight and Company, Inc., Darien, Illinois for architectural services.
- VI. 1/23.9 Approval of Driving Range Net Replacement and Repair, Bid #2166
Motion: I move to approve the Driving Range Net Replacement and Repair for \$43,000 from West Coast Netting, Inc., Kingman, Arizona.

ACTION ITEMS

President Randel announced the matters listed for consideration as Action Items.

- VII. 1/23.10 Approval of Parameters Bond Ordinance 19-O-1
Motion: Commissioner Simon made a motion to approve Parameters Bond Ordinance 19-O-1 providing for the issue of not to exceed \$10,000,000 General Obligation Limited Tax Park Bonds, Series 2019, of the District, for park purposes and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. The motion was seconded and unanimously approved on a roll call vote.
- VII. 1/23.11 Approval of Renewal to Intergovernmental Agreement Between the Northbrook Park District and the Forest Preserve of Cook County
Motion: Commissioner Chalem made a motion to approve the Renewal to the Intergovernmental Agreement with the Forest Preserve of Cook County for the shared use of the chain-link fence, access through Coast Guard Park and for the installation of the interpretative signage. The motion was seconded and unanimously approved on a roll call vote.
- VI. 1/23.8 Approval of Professional Services Contract with RATIO
President Randel called for discussion regarding the Master Plan at Meadowhill Park.
Motion: Commissioner Ziering made a motion to table the approval of the professional services contract with RATIO on the Chalet until Park District staff can review and revise the Master Plan of Meadowhill Park. The motion was seconded and unanimously approved on a roll call vote.

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EXECUTIVE DIRECTOR REPORT:

- 1) Winter Carnival drew a few hundred people to the Village Green Park Saturday, January 19th. Thank you to President Randel, Vice President Chambers and Commissioner Ziering for attending. Congratulations to Supervisor Wassinger, Manager Shea and Division Manager Kotloski on the successful event.
- 2) Congratulations to Manager Baumgardt on earning the CPRP designation.
- 3) Please join the District on Thursday, February 7th for a Send Off Rally for the Teams Elite skaters who will be representing Team USA in Italy. The event will be held at the Sports Center at 7pm.
- 4) Director Munn is working on the budget.
- 5) NSSRA has a Letter of Intent and is in the bidding phase to purchase a building in Highland Park. The facility does not have a gym but a large gathering space that will be converted to a play area.
- 6) Attended the Women in Business luncheon on January 15.
- 7) IPRA Conference will be held Thursday, January 24 through Saturday, January 26. We will miss Commissioners that are unable to attend. Thank you in advance for supporting continuing education.

COMMISSIONER REPORTS

Commissioner Chalem:

- 1) Teams Elite had a competition in Boston and teams performed well. Midwest Sectionals will be held January 31 in Kalamazoo followed by Nationals in Plymouth, Michigan.
- 2) Thanked the Parks & Properties Division for having the snow plowed at the Sports Center in time for a 5am Saturday morning practice.
- 3) Son is enjoying Youth Basketball because it is a fun competitive game. Games are played at the GBN Fieldhouse.

Commissioner Schyman:

- 1) Unable to attend Winter Carnival.
- 2) Youth basketball is off to a great start.

Commissioner Simon:

- 1) Can-Ice will have a booth at the IPRA Exhibit Hall. This is an artificial ice surface that may be worth looking into. Director Dalton will visit the booth to gather additional information.

Commissioner Ziering:

- 1) Attended Winter Carnival and commended staff for entertaining the children indoors. Recognized President Randel and Vice President Chambers for braving the weather and staying outdoors. The petting zoo was very nice.
- 2) Unable to attend IPRA Conference.

PRESIDENT'S REPORT:

- 1) Winter Carnival was great and staff continue to do an excellent job. Chris Ryerson is always smiling and happy to help. He is a nice reflection on the Park District.
- 2) Attended the skating recital.
- 3) Looking forward to seeing everyone at IPRA Conference.

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, February 27, 2019 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

ADJOURN

With no further business to come before the Board, Commissioner Simon made a motion to adjourn the Regular Board Meeting at 6:26pm. 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/wap