



Board of Park Commissioners Board Meeting Minutes

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

MINUTES of the Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, February 27, 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 7pm. On a roll call by Assistant Secretary Peterson, the following members were in attendance:

Commissioners Present: President Randel; Vice President Chambers; Commissioners Schyman, Slepicka, Simon (arrived at 7:04pm) and Ziering

Commissioners Absent: Commissioner Chalem

Officers Present: Executive Director Hamer and Assistant Secretary Peterson

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

Staff Absent: Director Munn

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

APPROVAL OF AGENDA

President Randel called for any changes to the Agenda. Hearing none, Vice President Chambers 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 January 23, 2019 were previously distributed and reviewed. President Randel called for any changes to the Board Meeting minutes. Hearing none, Commissioner Ziering made a motion to approve the Minutes of the Board Meeting of January 23, 2019. 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 February 18, 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. Hearing none, Vice President Chambers 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. 2/27.14 Approval of the January 2019 Vouchers

Motion: I move to approve the January 2019 Vouchers in the amount of \$1,178,717.00.

VI. 2/27.15 Approval of Expenses for Board Commissioners – IPRA Conference per Ordinance 17-O-1 Travel Expense Control Act

Motion: I move to approve the expenses for Board Commissioners – IPRA Conference per Ordinance 17-O-1 Travel Expense Control Act.

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VI. 2/27.16 Approval of Hard Court Repairs, Bid #2163

Motion: I move to approve the Hard Court Repairs in the amount of \$47,865 for the base bid, and \$12,000 for the alternate bid from U.S. Tennis Court Construction Co. of Lockport, Illinois.

VI. 2/27.17 Approval of Stonegate Park Tennis Court Redevelopment, Bid #2167

Motion: I move to approve the Stonegate Park Tennis Court Redevelopment in the amount of \$86,000 for the base bid, and \$39,000 for the alternate bid number two for a total of \$125,000 from Evans and Son Blacktop of West Chicago, Illinois.

VI. 2/27.18 Approval of Professional Services Contract with Gewalt Hamilton Associates, Inc.

Motion: I move to approve the contract for professional services with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois for engineering design services for seawall restoration at Lake Shermerville, Wood Oaks Green Park at a fee of \$62,000.

VI. 2/27.19 Approval of Bus Transportation Services Contract, Bid #2162

Motion: I move to approve the contract for Bus Transportation Services from First Student, Inc. of Northbrook, Illinois in the amount not to exceed \$57,650 for the first year (June-December 2019) of a three-year contract.

EXECUTIVE DIRECTOR REPORT:

- 1) Thanked the Board of Commissioners for the opportunity for staff to attend the IPRA Conference and for supporting educational experiences.
- 2) The Teams Elite banquet will be held on Thursday, March 7th. The Board and Park District will recognize the team that won the Spring Cup in Milan as well as all 7 teams of the entire Teams Elite program.
- 3) Congratulations to Recreation Supervisor Witter on passing the CPRP exam.
- 4) The Recreation and Marketing & Communications staff worked the Camp Expo at Northbrook Court on Saturday, February 23rd. A Camp Open House was held on Monday, February 25th. Early bird registration deadline is March 15.
- 5) A letter was sent to Preferred Players last week notifying them of their current balance and new punch card program for 2019.
- 6) Attended the Daddy-Daughter Dance on February 8th. Kudos to Nancy Eschker and the Recreation Staff for a wonderful event.
- 7) Attended the Employee Appreciation Team Chili Cook-Off on February 15th. Eight chili recipes were entered and the winning entry was "Above Average Chili" by Recreation Supervisor Edelman.
- 8) Attended the Chamber Annual Meeting and Dinner on February 25th with Director Loftus.
- 9) The 2018 Stewardship Report is being delivered to residents. Commended Director Ziolkowski and the Marketing & Communications staff on their efforts in producing the report.

COMMISSIONER REPORTS

Commissioner Schyman:

- 1) Teams Elite send-off event was a great way to cheer on Team USA. Thank you to staff for putting on this event.

Commissioner Simon:

- 1) Thank you for providing the Teams Elite videos.

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Commissioner Ziering:

- 1) Watched the Teams Elite competition via live stream. Thanked the Marketing & Communications staff for providing the link. Looking forward to the Teams Elite banquet and the opportunity to tell the team in person how impressed he is by their talent.

Vice President Chambers:

- 1) Teams Elite is great for young women.
- 2) Thanked Director Loftus, Manager Kotloski and Executive Administrative Assistant Peterson for their assistance at IPRA Conference. Nice to have support from the District. Impressed by the professionalism of all staff who attended conference.

Commissioner Slepicka:

- 1) Summer Camp display at Northbrook Court looked better than our competition.
- 2) Stewardship Report pictures are very nice, especially the photo of the heron.

PRESIDENT'S REPORT:

- 1) IPRA Conference was great.
- 2) Thanked Director Baron for putting the punch card information on the marquee at Sportsman's.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

NEXT MEETING

President Randel announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, March 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, Vice President Chambers made a motion to adjourn the Regular Board Meeting at 7:15pm. 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