



## Board of Park Commissioners Board Meeting Minutes

Joe Doud Administration Building  
545 Academy Drive  
Northbrook, IL 60062  
847-291-2960  
[nbparks.org](http://nbparks.org)

MINUTES of the Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, March 27, 2019 in the Administration Building located at 545 Academy Drive, Northbrook, Illinois.

### CALL TO ORDER OF THE PUBLIC HEARING AND ROLL CALL

President Randel called the Public Hearing 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, Simon and Slepicka

Commissioners Absent: Commissioners Chalem and Ziering

Officers Present: Executive Director Hamer and Assistant Secretary Peterson

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

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

### CONDUCT OF PUBLIC HEARING concerning the 2019 Budget and Appropriations

President Randel opened the Public Hearing to receive any comments relative to the Combined Budget and Appropriation of Funds for the Northbrook Park District, Cook County, Illinois for the fiscal year beginning on the 1<sup>st</sup> day of January 2019 and ending on the 31<sup>st</sup> day of December 2019. 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. 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 March 14, 2019 in the *Northbrook Star*. The Budget and Appropriation Ordinance creates a ceiling on the Park District's expenditures during the fiscal period and, therefore, is structured to include appropriations of every dollar that can reasonably be anticipated to be received and spent. President Randel asked if any Commissioner would like to make a comment regarding the 2019 Budget and Appropriations Ordinance. No Commissioner chose to comment. President Randel opened the Hearing to residents or members of the public to provide written or oral testimony. No one chose to comment. With all persons desiring to be heard been given an opportunity to present oral and written testimony regarding the 2019 Budget and Appropriations Ordinance, President Randel requested a motion to adjourn the Hearing. Vice President Chambers made a motion to close the Public Hearing. The motion was seconded and unanimously approved on a roll call vote. The Public Hearing adjourned at 7:02pm.

### CALL TO ORDER OF REGULAR BOARD MEETING AND ROLL CALL

President Randel called the Board Meeting to order at 7:02pm. On a roll call by Assistant Secretary Peterson, the following members were in attendance:

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

Commissioners Absent: Commissioners Chalem and Ziering

Officers Present: Executive Director Hamer and Assistant Secretary Peterson

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

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## 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 February 27, 2019 and the Minutes of the Special Board Meeting of March 5, 2019 were previously distributed and reviewed. President Randel called for any changes to the Board Meeting minutes. Hearing none, Vice President Chambers made a motion to approve the Minutes of the Board Meeting of February 27, 2019 and the Minutes of the Special Board Meeting of March 5, 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 March 20, 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, Commissioner Simon 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. 3/27.22 Approval of the February 2019 Vouchers

**Motion:** I move to approve the February 2019 Vouchers in the amount of \$391,286.69.

### VI. 3/27.23 Approval of Wireless Mic Replacement, Bid #2164

**Motion:** I move to approve the Wireless Mic Replacement in the amount of \$50,903.35 for the base bid from Kinasthetics, Inc. of Arlington Heights, Illinois.

### VI. 3/27.24 Approval of Wood Oaks Green Park Culvert Replacement & Entrance Drive Renovation, Bid #2168

**Motion:** I move to approve the Wood Oaks Green Park Culvert Replacement & Entrance Drive Renovation for \$110,206 from Lifco Construction of Carol Stream, Illinois.

### VI. 3/27.25 Approval of District Sealcoating and Asphalt Repairs, Bid #2169

**Motion:** I move to approve District Sealcoating and Asphalt Repairs for \$41,147 from Pavement Systems, Inc. of Blue Island, Illinois.

### VI. 3/27.26 Rejection of Techny Prairie Park and Fields Batting Cage Netting Replacement, Bid #2170

**Motion:** I move to reject all bids for the Techny Prairie Park and Fields Batting Cage Netting Replacement.

## ACTION ITEMS

### VII. 3/27.27 Approval of Ordinance 19-O-2, Budget and Appropriation

**Motion:** Commissioner Slepicka moved to approve Ordinance 19-O-2 making a Combined Annual Budget and Appropriation of Funds for the Northbrook Park District for the fiscal year beginning January 1, 2019 and ending December 31, 2019. The motion was seconded and unanimously approved on a roll call vote.

### VII. 3/27.28 Approval of Northern Suburban Special Recreation Association (NSSRA) Acquisition of Property Resolution

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**Motion:** Vice President Chambers moved to approve the Northern Suburban Special Recreation Association (NSSRA) Acquisition of Property Resolution as presented. The motion was seconded and unanimously approved on a roll call vote.

## EXECUTIVE DIRECTOR REPORT:

- 1) Head Professional Billiter and Assistant Professional Raymond attended the Northshore awards banquet to receive Sportsman's Country Club's third recognition as best range on the Northshore.
- 2) 400 rounds have been played since opening on Friday, March 22.
- 3) Congratulations to Recreation Supervisor Booker on his recent marriage.
- 4) Auditions for the 5<sup>th</sup> annual community musical *Newsies* were recently held. 84 participated in auditions and 57 were cast. This was the largest turnout for a community musical. Performances will be held in June.
- 5) Tickets are on sale for Northbrook Theater Jr., Company production of *Willy Wonka, Jr.* Performances are April 7, 13 and 14 at 12:30pm and 4pm.
- 6) Village of Northbrook will be honoring Teams Elite Jr. at their April 9 Board meeting. State Representative Jonathan Carroll's staff will also be present at the meeting and distributing certificates to the skaters on behalf of Representative Carroll.
- 7) M&C staff is working with the Village regarding ideas to get the word out about the Dundee Road construction project. M&C staff will provide Golf with specific messaging to include on their website, on-hold messages and in their reservation emails as the detour will impact out of area drivers.
- 8) Met with State Representatives Carol Sente and Jonathan Carroll.
- 9) Attended the Teams Elite banquet. Very nice event for the skaters, their families and the Park District staff.
- 10) Hosted Leadership Northbrook on March 8 at the Sports Center.
- 11) Attended the Employee Appreciation Team dinner. Congratulations to the Employee Appreciation Team on the successful event.
- 12) The Park District will have an article in the Village newsletter in May.
- 13) The Activity Center design team has been working on the layout of fitness equipment, determining the type of equipment needed and has participated in fitness vendor presentations.

## COMMISSIONER REPORTS

### Commissioner Schyman:

- 1) Attended the *Addams Family* production. The cast was excellent, the staff was bubbly and energetic, set was professional, and the seats are more spacious.
- 2) Toured the East 9 today.
- 3) Son finished the youth basketball league. Ian Booker did a great job. Coaches were complimentary.
- 4) Employee Appreciation Team dinner was a very nice event. Commissioner Schyman tries to introduce himself to somebody he has never met before and this year he met many Parks and Properties staff members who are very passionate about the parks.

### Commissioner Simon:

- 1) Disappointed that he missed the Employee Appreciation Team dinner.

### Vice President Chambers:

- 1) Teams Elite banquet was wonderful for the girls. The skaters and their families are very appreciative of our staff.

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- 2) Employee Appreciation Team dinner was very nice. Thanked President Randel for being the Board liaison and for always making the Board look good!
- 3) The Program Committee for IPRA will meet tomorrow to review the surveys from conference and begin planning for 2020. Vice President Chambers is hosting the Committee in Northbrook in June.

## Commissioner Slepicka:

- 1) Attended the Team's Elite banquet. Very nice to see the excitement of kids.
- 2) Has not played golf but has looked around the courses.

## PRESIDENT'S REPORT:

- 2) Thanked Director Ziolkowski and the Marketing staff for all of their assistance and for helping to create the Employee Appreciation Team Event Bingo game.
- 3) Congratulations to Commissioner Schyman for renewing the Master Board Member credentials.

## 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, April 24, 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 7:22pm. 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