



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

Parks and Properties Committee Meeting

June 19, 2019

6pm or immediately following the Administration & Finance Meeting
Joe Doud Administration Building, 545 Academy Drive

AGENDA

- I. Call to Order— Chair Chambers; Commissioners Chalem and Ziering
- II. Recognition of Visitors
- III. Approval of Minutes
6/19.24 Parks and Properties Committee Meeting of May 15, 2019
- IV. Unfinished Business
- V. New Business
6/19.25 Discussion of Village Green Park Oak Tree Community Management Plan
6/19.26 Consider Special Use Permit for the Northbrook Civic Foundation
6/19.27 Consider Special Use Permit for Friday Night Flights at Village Green Park Sponsored by the Village of Northbrook
- VI. Informational Items / Verbal Updates
A. Activity Center
- VII. Next Meeting – July 15, 2019 at 6:15pm or immediately following the Administration and Finance Committee Meeting, Joe Doud Administration Building, 545 Academy Drive
- VIII. Adjournment

Copies to: Park Board, Attorney, Directors, All Staff and Park District Facilities, The Northbrook Tower, Village of Northbrook,
Posted on Park District Website: nbparks.org

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Eileen Loftus, the Park District's ADA Compliance Officer, at the Park District's Administration Building by mail at 545 Academy Drive, Northbrook, Illinois 60062, by phone at (847) 291-2960, Monday through Friday 8:30am until 5:00pm, or by email to eloftus@nbparks.org at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter generally require at least 5 business days' advance notice. For the deaf or hearing impaired, please use the Illinois Relay Center voice only operator at (800) 526-0857.



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MEMORANDUM

To: Parks and Properties Committee
From: Ed Dalton, Director of Parks and Properties
Agenda Item: 6/19.26 Consider Special Use Permit for the Northbrook Civic Foundation
Date: June 14, 2019

Staff Recommendation:

Staff recommends the approval of granting Northbrook Civic Foundation (“Civic”) a Special Use Permit for allowing Civic the use of Village Green Park to host the Northbrook Days Festival and to allow the sale and consumption of beer and wine in Village Green Park as it has done during the past several years.

Background & Analysis:

The Northbrook Civic Foundation’s Northbrook Days Festival is scheduled to start on July 31st and run through August 4th in Village Green Park. On an annual basis, Civic has requested a Special Use Permit to serve beer and wine in the Park.

A temporary liquor license will be obtained from the Village and State of Illinois; Civic will meet all insurance requirements for the Park usage as set forth by PDRMA and security protocol set forth by the Northbrook Police Department. The Police Department has agreed to have one (1) clearly identifiable private security officer at each entrance and exit point, restricting alcohol from leaving the area in addition to two (2) security people in the field at all times when alcohol is being served.

Similar to last year, the following guidelines will be in place:

- The removal of all rides from the baseball outfield
- The submission of a site layout of the proposed event
- The addition of onsite management staff throughout the event from set-up to take-down

Explanation:

1. Public / Customer Impact: Long-term protection of the Village Green Park as an asset to the community
2. Legal Requirement: Compliance with Park District Ordinance 15-O-7

Motion:

The Parks and Properties Committee Chair moves to approve the use of Village Green Park for the Northbrook Days Festival and a Special Use Permit to allow the sale and consumption of beer and wine for the period of July 31st through August 4th, 2019 to the full Board for approval.

Pc: Molly Hamer, Executive Director