



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, July 24, 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 Chalem, Curin (via conference call), Simon and Ziering

Commissioners Absent: Commissioner Schyman

Officers Present: Executive Director Hamer; Assistant Secretary Peterson

Staff Present: Directors Loftus

Staff Absent: Directors Baron, Dalton and Munn

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

APPROVAL OF AGENDA

President Randel called for any changes to the Agenda. Vice President Chambers made a motion to amend the agenda to include Closed Session to discuss Performance of an Employee, Section 2(c)(1). The motion was seconded and unanimously approved on a voice vote.

BOARD COMMITTEE REPORTS – None

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 July 15, 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 approved on a roll call vote by President Randel, Vice President Chambers; Commissioners Chalem, Simon and Ziering. Commissioner Curin no vote due to remote attendance.

V. 7/24.42 Approval of Board Meeting Minutes of June 26, 2019

Motion: I move to approve the Board Meeting Minutes of June 26, 2019.

V. 7/24.43 Approval of Special Board Meeting Minutes of July 15, 2019

Motion: I move to approve the Special Board Meeting Minutes of July 15, 2019.

V. 7/24.44 Approval of the June 2019 Vouchers

Motion: I move to approve the June 2019 Vouchers in the amount of \$960,706.50.

EXECUTIVE DIRECTOR REPORT:

NORTHBROOK PARK DISTRICT

- 1) Illinois Clean Energy Community Foundation has awarded the Northbrook Park District a grant up to \$1,776,770 for Net Zero energy at the new Activity Center. Thank you to Project Manager Wrobel who was instrumental in the process of securing the grant.
- 2) Thank you to Recreation, Parks, Marketing and Communications, and Administrative staff team for coordinating the 4th of July activities.
- 3) On July 12, Movie in the Park was held at Village Green Park. Approximately 250 people watched *Incredibles 2*. Recreation Supervisor Eschker did a great job planning supplemental activities.
- 4) Summer Camp Carnival is scheduled for all camps at the Leisure Center from 9am-1pm on Friday, August 2. The camps that are on a traditional 8-week schedule end Friday, August 9.
- 5) Northbrook Police Department's National Night Out event will be held on Tuesday, August 6 at Meadowhill Aquatic Center from 6-9pm.
- 6) Sports Center Manager interviews are being conducted this week and next.
- 7) Activity Center updates include: tree protection has been installed; construction fencing has been installed around the entire perimeter; and an on-site meeting with ComEd, Mike Rink and our electrical contractor was held this week to coordinate the new electrical lines and the pole removal project.
- 8) Village Green Park – Northbrook Days move-in: The grounds at Village Green Park are drying but are still soft. The Park District will be allowing the setup to proceed on Saturday, July 27. The tent, tables and chairs delivery vehicles will need to stay on the asphalt pathway. The District will make adaptations to locations of bunk houses and rides if necessary.
- 9) Interviews for the Director of Marketing and Communications are in process. Almost 100 applications were received.
- 10) The Food and Beverage RFP will be issued on Thursday, July 25. A presentation to the Golf Operations Committee will occur in September and a contract proposal will be submitted in October.
- 11) Sportsman's Country Club Golf Championship schedule is as follows:
 - a. August 3 and 4 – Men's
 - b. August 5 and 8 – Women's
 - c. August 10 - Juniors

COMMISSIONER REPORTS

Commissioner Chalem:

- 1) Thanked staff for their efforts on July 4th. It was a great day for Northbrook and the feedback from the community was positive.
- 2) The Activity Center Groundbreaking Ceremony was exciting. Looking forward to announcing the Net Zero grant to the community.

Commissioner Ziering:

- 1) Missed the 4th of July parade. Thank you to staff your efforts are greatly appreciated.
- 2) The Activity Center Groundbreaking Ceremony was so awesome!

Vice President Chambers:

- 1) Hosted the IPRA Program meeting at the Leisure Center. Thank you to staff for having the room set up.

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- 2) Unable to attend the last Tuesdays in the Park concert. The crowds have been good this year and has heard positive comments about the bands. Erin Sweet has done a very nice job coordinating Tuesdays in the Park. Go see the turf field that is under construction – something to see.

Commissioner Curin:

- 1) Enjoyed the parade with his son's hockey league. Thank you to all for the great event!

Commissioner Simon:

- 1) Attended the 4th of July parade, the Activity Center Groundbreaking Ceremony and Director Ziolkowski's retirement celebration; staff always does an incredible job.

PRESIDENT'S REPORT:

- 1) Attended the Cardboard Regatta at Sports Center Pool. There were ten entries and lots of fun was had by all. John Hoffman's children won the quickest capsized boat. Thank you to Angus Shields for your efforts.
- 2) Attended the Joint Distinguished Accreditation committee meeting.
- 3) Thanked the District for hosting the Civic Foundation's golf outing at Sportsman's Country Club. Director Baron and his staff did an excellent job.
- 4) Liberty Loop was a lot of fun. Cameron Edelman did a great job coordinating the event.
- 5) The 4th of July parade was most enjoyable ever! The Activity Center renderings on the side of the truck generated community interest.

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider ComEd Electrical Service Relocation Agreement

Director Dalton provided an explanation of relocation of overhead electrical service for the new Activity Center. The project consists of installing a new down feed pole, new switch gear and removing overhead lines and poles. President Randel called for Commissioner questions. Hearing none, President Randel called for a motion. Vice President Chambers moved that the Board approve the ComEd Electrical Service Relocation Agreement. The motion was seconded and approved on a roll call vote by President Randel, Vice President Chambers; Commissioners Chalem, Simon and Ziering. Commissioner Curin no vote due to remote attendance.

CLOSED SESSION

President Randel called for a motion to move into Closed Session to discuss the Performance of an Employee, Section 2(c)(1). Vice President Chambers made the motion to move into Closed Session. The motion was seconded and unanimously approved by voice vote. The Board of Commissioners adjourned to Closed Session at 7:22pm.

The Regular Board Meeting of the Park Board of Commissioners reconvened at 7:45pm.

NEXT MEETING

President Randel announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, August 28, 2019 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

ADJOURN

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With no further business to come before the Board, Commissioner Simon made a motion to adjourn the Regular Board Meeting at 7:46pm. 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