



## Board of Park Commissioners Board Meeting Minutes

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

MINUTES of the Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, August 28, 2019 in the Leisure Center Northbrook Theatre located at 3323 Walters Avenue, 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, Schyman and Ziering

Commissioners Absent: Commissioners Curin and Simon

Officers Present: Executive Director Hamer; Assistant Secretary Peterson

Staff Present: Directors Baron, Dalton, Loftus and Munn; Recreation Division Manager Shields; Recreation Division Manager Kotloski; Recreation Manager Sweet; Theatre Technician Supervisor Ottinger; Specialist Scharp; Marketing and Communications Manager Stuart

RECOGNITION OF VISITORS – Todd Marvel, *The Northbrook Tower*; Randy Romai, resident; Mary Ann Salvui-Visoky, resident; John Quinn, resident; Daniel Haber, resident; Dan Westel, resident; Elliot Miller, resident; Jan Hincapie, resident; Jack Handley, resident; Ed Samson, resident; Fred Lafnitzegger, resident; Kristen Carsello, resident; Chris Nellis, Skokie resident

Cook County Commissioner Scott R. Britton and Karen Paszkiewicz (left at 7:10pm)

Teams Elite: Ellie Lim, Erica Lee, Sofia Gisiner, Lizzy Mar, Sam Gisiner and Brent Gisiner (left at 7:10pm)

### Cook County Commissioner Scott R. Britton, District 14

Commissioner Britton presented a Resolution to Teams Elite in honor of their accomplishment at the Spring Cup in Milan, Italy in February 2019. Representatives of Teams Elite received the award on behalf of the team.

### PRESIDENT RANDEL'S OPENING STATEMENT

My name is Penny Randel and on behalf of the Northbrook Park District Board of Commissioners, I would like to welcome and thank you for attending tonight's meeting. Before we hear your comments, I would like to make a brief statement on behalf of the District regarding Northbrook Days, because I know many of you are here to discuss this event. We share your disappointment about this year's change of venue and, while I know this has already been the topic of much discussion, we want to share with you, directly, some details about how and why this change was made.

**First: why didn't we host the festival as usual? It's a simple answer:** to protect our trees. Let me be clear: The mission of the Northbrook Park District is to enhance our community by providing outstanding services, parks and facilities, through social and financial stewardship. That stewardship is a balancing act that must take everything into consideration including the large variety of plant life. An example is reduction in the use of herbicides and chemicals which leads to a few more weeds in the grass but is perceived as safer for human and animal contact.

At Village Green Park, we have become increasingly concerned about the health and stability of trees, especially the heritage oak trees. Since 2010, 11 of those oak trees have had to be removed because of their declining health and potential for damage to people and/or property in the event of a sudden storm or wind event. Other trees in the

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park have been showing signs of stress. Last fall the District hired an outside arborist to assess the health of the trees in Village Green Park and to give the District guidance about how to slow or stop the loss of trees in this important community park. [The Oak Tree Management Plan](#) document is available on our website and it is easily read by a nonprofessional person. The report is only seven pages. We have some printed copies available this evening and a link to the site is available on the bottom of the agenda. The Board received the Plan from staff early this spring. We all support doing whatever needs to be done to sustain the health of the trees that remain and protect them from further stress and harm. Village Green is the oldest park and, being in the center of town, it gets intense daily use and hosts multiple community events.

Northbrook Days causes **the biggest and worst impact to the health of the park**. Huge, heavy semi-trailer trucks carrying carnival rides drive across many surfaces of the park. The combined weight of the trucks and the rides compacts the soil and damages the roots to the point where our trees are at risk. Shortly after a heavy rain, the surface can appear dry or even cracked. We know this is confusing to casual observers, but we have verified that the layers below are still very wet, and, in these conditions, the heavy trucks sink in and cause even more damage. Over the years, this stress has compromised the roots and the very health of our trees. This is a documented reason why we have already lost several oak trees, and it's our responsibility to protect those that are at further risk. This year, we faced an even bigger risk. Over the years the event has grown into a five-day festival with 17 heavy carnival rides, 5 days of set up, a couple of days of take down and 5 weeks of park recovery. After record rainfall in May, our Parks Director attended the June 5<sup>th</sup> Northbrook Days meeting and recommended the Northbrook Days Committee have a backup plan in the event that the park was not useable for Northbrook Days. I was present at that meeting and heard exactly what was said. We then had record rains throughout June. It was still so wet on the 4<sup>th</sup> of July that the Rotary Pancake Breakfast had to be reconfigured to a different area of the park.

The week before setup was to begin for this Northbrook Days, Northbrook received 7-plus inches of rain. Our golf courses were among several closed in the area, and other athletic games were canceled. On Friday, July 26, the weather predictions were for more rain over the weekend, as Northbrook Days set-up was to begin. District staff took the precaution of roping off areas so that trucks and other vehicles couldn't pass over at-risk tree roots. Civic members were told that staff would reassess the area on Monday, July 29, to determine whether some or all areas could be re-opened, depending on the actual weekend rainfall. We all came to understand that, ultimately, protecting trees meant that Village Green Park could support only part of the festival, not the heavier rides, and—without an option to close the street—Civic opted to move the whole event. They did this by activating their emergency plan for the Northbrook Court location, which they had previously designed with the Village. The Park District couldn't offer an alternative park site, as that would have pre-empted more than a week's worth of existing programming such as camps and ball games

**There's also been a lot of discussion about WHEN this decision was made by the Civic Foundation.** As I've already indicated, it came after communication with our staff regarding conditions of the park. We were engaged in conversation and analysis right up to the final weekend before the festival. We did this in good faith, hoping the event could be held in the park.

We, too, were disappointed to see the festival move this year. But the Park District continued to support Civic. Northbrook Park District makes a significant financial investment in Northbrook Days every year. The support includes daily festival staffing, vehicle rentals, moving services and garbage services. We are very glad that there was good attendance which made the festival a successful fundraiser for the Civic Foundation, helping fulfill THEIR mission.

**Finally, there's the question of "what next?"** On Monday, August 19, representatives from the Park District, the Village, and Civic met to discuss what happened and to consider ways that Northbrook Days 2020 could return to the

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downtown area. The District is committed to continued meetings over the coming months to work out an agreement that serves the residents of the Village and allows all entities to pursue their respective missions---including our mission to protect the trees in Village Green Park.

## VISITOR COMMENTS

Elliott Miller, Northbrook resident, addressed the Board of Commissioners to commend them on the decision to relocate the Northbrook Days Festival to a new venue. Village Green Park is a magnificent grove of trees not found in many parks in the area and it is the job of the Board to take care of the park and trees. Mr. Miller attended Northbrook Days Festival and felt it was an overwhelming success. The rides, restaurants and games were nicely spread out. The large carnival rides cause vibrations and should not be placed on the roots of the trees. The Festival has evolved over the years and the rides of the 50s were nothing as compared to that of today.

Chris Nellis, Skokie resident, addressed the Board of Commissioners in opposition to the decision to move the Northbrook Days Festival from Village Green Park to Northbrook Court. Moving the Festival took away from the heritage of the event. In 1934, residents voted on a referendum to make the land into a park. Village Green Park is not a national park, the Park District placed emphasis on the trees not the residents of Northbrook. The decision was shortsighted. The Park District is not stewards of trees.

Jan Hincapie, Northbrook resident and former Director of Recreation for the Northbrook Park District, addressed the Board of Commissioners regarding the Northbrook Days Festival. Ms. Hincapie stated that she does not agree with everything the Park District does. She went to Village Green Park and Northbrook Court to walk the sites and further educate herself on soil compaction. She cited an article on a fair in Virginia noting soil compaction and tree root damage caused by people, cars, trucks and heavy use around the tree roots. Ms. Hincapie highlighted the expertise of a Northbrook Park District staff member who is a degreed forester. Schools teach kindness and respect. Ms. Hincapie asked the Board to make decisions based on fact and not be bullied.

Jack Handley, Northbrook resident, addressed the Board of Commissioners in opposition to the decision to move the Northbrook Days Festival. Mr. Handley was disappointed that the Festival was not held at Village Green Park and that it was a last-minute decision by the Park Board. He would like to know why another park was not substituted. He attended the Festival noting it was boring and had no ambiance.

Ed Samson, Northbrook resident, addressed the Board of Commissioners in opposition to the decision to move the Northbrook Days Festival. His main complaint was the timing of the decision.

Fred Lafnitzegger, Northbrook resident, addressed the Board of Commissioners in opposition to the decision to move the Northbrook Days Festival. Mr. Lafnitzegger joined the Civic Foundation in 1982 and the event is for the Village and the central location is for everybody to enjoy and support the local businesses. The Festival should not leave Village Green Park because of the trees. He complained that this was a last minute decision.

Kristen Carsello, Northbrook resident, addressed the Board of Commissioners regarding the Northbrook Days Festival. Village Green Park is a space for the people and the downtown square is where activity happens. Holding the Festival on the outskirts of Northbrook brought in others but the Festival is for Northbrook. She suggested less rides or looking at a different type of program. Rethink what the Festival is.

President Randel thanked visitors for their comments. A short recess was taken to allow visitors to leave the Theatre.

## APPROVAL OF AGENDA

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President Randel called for any changes to the Agenda. Commissioner Ziering moved to amend the agenda to add the heading "Action Items" following "Consent Agenda". 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 August 19, 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. Director Dalton made a motion to move Consent Agenda items V. 8/28. 51, 52 & 53 to "Action Items". 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.

V. 8/28.45 Approval of Board Meeting Minutes of July 24, 2019

**Motion:** I move to approve the Board Meeting Minutes of July 24, 2019.

V. 8/28.46 Approval of Closed Session Meeting Minutes of July 24, 2019

**Motion:** I move to approve the Closed Session Meeting Minutes of July 24, 2019.

V. 8/28.47 Approval of the July 2019 Vouchers

**Motion:** I move to approve the July 2019 Vouchers in the amount of \$985,691.75.

V. 8/28.48 Approval of the GovTempsUSA, LLC Contract

**Motion:** I move to approve the contact with GovTempsUSA, LLC of Northbrook, Illinois in the amount not to exceed \$39,200 plus reimbursables.

V. 8/28.49 Approval Authorizing Molly Hamer, Executive Director and the Executive Director's Designee to Execute Change Orders for the Activity Center

**Motion:** I move to authorize and designate Molly Hamer, Executive Director, and the Executive Director's designee, with respect to any change order or any series of change orders for construction of the Activity Center, which authorize or necessitate and increase or decrease in the cost of a contract by a total amount not to exceed \$50,000 or which change the time of completion by a total of 30 days or more, to make the written findings required by Section 33E-9 of the Criminal Code, and to preserve such findings in the contract file for public inspection as required by Section 33E-9 of the Criminal Code, 720 ILCS 5/33E-9. All change orders approved and executed pursuant to this Motion shall be presented as information items to the Board at the Board's next regularly scheduled meeting.

V. 8/28.50 Approval of Final Change Order Hard Court Repairs, Bid #2142

**Motion:** I move to authorize Executive Director Hamer to execute the Final Change Order Hard Court Repairs, Bid #2142.

### ACTION ITEMS

Director Dalton noted the Professional Services Contracts presented at the August 19, 2019 Golf Operations Committee Meeting were in the incorrect format and need to be presented as AIA Contracts. The District and vendors are working together to present new contracts at the September 11, 2019 Golf Operations Committee Meeting.

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V. 8/28.51 Approval of Professional Services Contract with RATIO Architects

**Motion:** Commissioner Ziering moved to table approval of the contract with RATIO Architects. The motion was seconded and unanimously approved on voice vote.

V. 8/28.52 Approval of Professional Services Contract with Jacobson Golf Design, Inc.

**Motion:** Commissioner Ziering moved to table approval of the contract with Jacobson Golf Design, Inc. The motion was seconded and unanimously approved on voice vote.

V. 8/28.53 Approval of Professional Services Contract with Gewalt Hamilton Associates, Inc.

**Motion:** Commissioner Ziering moved to table approval of the contract with Gewalt Hamilton Associates, Inc. The motion was seconded and unanimously approved on voice vote.

## EXECUTIVE DIRECTOR REPORT:

- 1) Brian Taylor joined the Park District on Tuesday, August 27 as the new Sports Center Manager.
- 2) Joan Scovic will start on Tuesday, September 3 as the Director of Marketing and Communications.
- 3) Illinois Arts Council Agency has awarded the Northbrook Park District a grant for \$13,900 for Performing Arts Department operating support. Thank you to Recreation Manager Sweet, Business Manager Dettman and Office Supervisor Friedman for your efforts in the grant application process.
- 4) In cooperation with the Village of Northbrook, we hosted National Night Out for the Northbrook Police Department on Tuesday, August 6 at the Meadowhill Aquatics Center. More than 500 people attended.
- 5) In partnership with District 30, we offered an additional two weeks of camp at Wescott School while their construction project wraps up and they finish their extended summer.
- 6) The Sports Center Pool will close for the season on Monday, September 2.
- 7) Youth Soccer, Flag Football and school year programs including preschool and Adventure Campus are underway.
- 8) Illinois Clean Energy grant award media release was sent on August 26 to the following media outlets *The Northbrook Tower*, *Northbrook Star*, Illinois Park and Recreation Association, Illinois Association of Park Districts and National Recreation and Park Association.
- 9) The Oaklane Park Open House was held on August 25 with approximately 35 attendees.
- 10) Geopier's have delivered their equipment and began installation at the new Activity Center. This is a 2-3 week process.
- 11) Sportsman's Country Club hosted the Golf Championships. Congratulations to the following winners:
  - a. Brad Walker, Men's Champion
  - b. John Cullen, Senior Champion
  - c. Debbie Miller, Women's Champion
  - d. Ryan Cohen, Junior Champion
- 12) Northbrook Park District is providing support for the Village's Friday Night Flights event on September 6 at Techny Prairie Park and Fields.

## COMMISSIONER REPORTS

### Commissioner Chalem:

- 1) Very excited about the Net Zero grant award and would like to see continued publicity.
- 2) Thanked everyone for their support of Northbrook Days. She attended with her family and saw the benefits of more space and saw the parts that were missed. She appreciates the open discussions.

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- 3) Teams Elite has completed the first two weekends of boot camp. Very excited about the international competition schedule.

## Commissioner Ziering:

- 1) Thanked President Randel for attending all five days of the Northbrook Days Festival.
- 2) Was unable to attend the Oaklane Park Open House.
- 3) Techny Prairie Park and Fields new artificial turf is just magnificent!

## Vice President Chambers:

- 1) Was unable to attend the Oaklane Park Open House.
- 2) Attended Northbrook Days Festival and sold tickets. Thanked President Randel for all of the work she did at Northbrook Days.
- 3) Has spent time walking around Techny Prairie Park and Fields and is enjoying watching the progress of the Activity Center.
- 4) The Historical Society Shop has local artisan pieces for sale.
- 5) The Historical Society's Shermerfest will be held on Sunday, September 15 at Village Green Park from Noon to 4pm.

## Commissioner Schyman:

- 1) Attended the Oaklane Park Open House and it was well staffed.
- 2) Thank you to the Commissioners and Park District staff for your support of Northbrook Days. It was great for the residents in east Northbrook to have an event in their area.
- 3) Attended the Coaches Appreciation Night at the Sports Center with his son and Commissioner Chalem's husband and son.
- 4) Congratulations to the staff on Net Zero grant award and for supporting the Park District mission.
- 5) Congratulations to Erin Sweet, Barb Dettman and Wendy Friedman on receiving the Performing Arts grant.

## PRESIDENT'S REPORT:

- 1) Proud of the grants received and the people that applied for them.
- 2) People were respectful at Northbrook Days.
- 3) Attended the meeting with Village of Northbrook, Northbrook Civic Foundation, Executive Director Hamer and Director Dalton. Thank you to the Commissioners for taking the time to have individual conversations about Northbrook Days. A universal theme was noted with everyone being on the same page regarding a commitment to the Park District mission of environmental stewardship and protection of park land and ultimately oak trees.
- 4) Attended the Joint Accreditation Distinguished Meeting and will be working with two teams in October.
- 5) Attended Oaklane Park Open House and it was fun.

UNFINISHED BUSINESS – None

NEW BUSINESS - None

NEXT MEETING

# NORTHBROOK PARK DISTRICT

President Randel announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, September 18, 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 Ziering made a motion to adjourn the Regular Board Meeting at 7:56pm. 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