



# 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, September 18, 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, Schyman, Simon and Ziering

Officers Present: Executive Director Hamer; Assistant Secretary Peterson

Staff Present: Directors Baron, Dalton, Loftus, Munn and Scovic

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

### 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.

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 September 11, 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.

V. 9/11.54 Approval of Board Meeting Minutes of August 28, 2019

**Motion:** I move to approve the Board Meeting Minutes of August 28, 2019.

V. 9/11.55 Approval of the August 2019 Vouchers

**Motion:** I move to approve the August 2019 Vouchers in the amount of \$1,412,868.20.

V. 9/11.56 Approval of American Heartland Ice Arena Rental Payment

**Motion:** I move to approve the payment of \$42,350 for ice rental time for the Teams Elite Synchronized Skating program for the 2019-20 season to American Heartland Ice Arena of Lincolnwood, Illinois.

V. 9/11.57 Approval of Activity Center Commissioning Proposal

**Motion:** I move to approve the contract for professional services with Aero Building Solutions of Franklin Park, Illinois for building systems commissioning and monitoring services in the amount of \$116,540.

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V. 9/11.58 Rejection of Recreation Guide Printing, Bid #2172

**Motion:** I move to reject all bids for Recreation Guide Printing, Bid #2172.

V. 9/11.59 Rejection of Batting Cage Netting Replacement, Bid #2173

**Motion:** I move to reject all bids for Batting Cage Netting Replacement, Bid #2173.

V. 9/11.60 Approval of Professional Services Contract with RATIO Architects, Inc.

**Motion:** I move to approve the contract for professional services with RATIO Architects, Inc., of Chicago, Illinois for architectural and interior design professional services for Sportsman's Country Club in the amount of \$436,000 with a not to exceed amount of \$25,000 for reimbursable expenses.

V. 9/11.61 Approval of the Professional Services Contract with Jacobson Golf Course Design, Inc.

**Motion:** I move to approve the contract for professional services with Jacobson Golf Design, Inc. of Libertyville, Illinois for Master Plan design of Sportsman's Country Club in the amount of \$35,250 and a not to exceed amount of \$5,000 for reimbursable expenses.

## EXECUTIVE DIRECTOR REPORT:

- 1) The Chicago Fire hosted a free clinic for our house league soccer players on Friday, September 13. 130 players participated. We are continuing to try new ways of enhancing the house league experience.
- 2) Touch-A-Truck was held on Saturday, September 14 at Underwriters Laboratories. It was a beautiful day with great turnout. UL has been an excellent partner for the event.
- 3) The Father-Son Sports Night will be held on September 21. The event has been moved to the Greenbriar Gym.
- 4) The District is currently hiring two Recreation Supervisors. One in Athletics and Aquatics and the other in Figure Skating.
- 5) The Plein Air Painting Festival will be held September 28 and 29. Saturday afternoon and all-day Sunday at Village Green Park will feature an exhibition of artists' paintings from the event, live music and Plein Air painting demonstrations.
- 6) Director Loftus, Recreation Division Manager Shields and Sports Center Manger Taylor met with the new president of NBHL, Brad Walker, to discuss ice time and ways to make our partnership stronger.
- 7) Activity Center Update:
  - a. ComEd is in the process of rerouting the electrical service underground.
  - b. Storm sewer pipe installation continues with the main trunk line completed and the contractor is now installing the pipes for the parking lot.
  - c. September 18 was the first day for the concrete contractor to begin pouring the building foundation.
- 8) On September 18, in collaboration with the Northbrook Garden Club and resident Ed (Bud) Smith the District participated in a peony dig.
- 9) Marketing & Communications Director Scovic started with the District on September 3 and has been busy completing orientations with staff members.
- 10) M+C staff provided event support at Friday Night Flights (information table), Touch-A-Truck (photos, Shermerfest (information table and photos) and the Peony Dig project (photos).
- 11) Executive Director Hamer and Director Scovic met with Matt Petersen to discuss the District's sponsorship proposals.
- 12) Manager Stuart has started the compilation of the programs and information for the Winter Activity Guide which will be delivered to the Post Office on November 15.

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- 13) Director Scovic attended Leadership Northbrook on September 13 and the Chamber's Women in Business Luncheon on September 17.
- 14) Food and Beverage vendor interviews were held, and the committee had a unanimous decision on their choice. Contract negotiations are in process.
- 15) On September 21, Sportsman's Country Club will be hosting the Northbrook Bluehawks Hockey Association Annual Fundraiser Golf Outing.
- 16) Executive Director Hamer, Director Loftus and Director Scovic attended the Maple School Ribbon Cutting Ceremony on September 3.
- 17) Executive Director Hamer attended Representative Brad Schneider's Neighborhood Open House at the Northbrook Public Library on September 5.
- 18) On September 18, Executive Director Hamer and Director Munn attended the Special District Summit in Chicago. The Summit was sponsored by Governing Magazine and AT&T and provided information on leveraging technology as a Special District.
- 19) NSSRA now owns the building located in Highland Park. Clean-up Day will be held with most agencies sending two staff members to assist.
- 20) On Friday, September 20 the second edition of the Board Bulletin packet will be delivered. The packet will contain information on topics that are important but that do not require Board action.

## COMMISSIONER REPORTS

### Commissioner Chalem:

- 1) Flag Football started last weekend. Thank you to Jeremy Goedeke, Athletic Coordinator, for stepping in to coach a Flag Football team. The kids had a blast!

### Commissioner Ziering:

- 1) Sorry that the NSSRA SWING Golf Outing was rained out.
- 2) A miracle that both Sportsman's Country Club golf courses were playable due to the amount of rain we received.

### Commissioner Schyman:

- 1) Welcomed Joan Scovic, Director of Marketing and Communications to the Northbrook Park District. He is looking forward to all of the great work that will come out of the Marketing and Communications Division.
- 2) The new turf field looks fantastic.

### Vice President Chambers:

- 1) Attended the Village of Northbrook's Friday Night Flights. Kudos to Director Scovic for working the event on her first week.

### Commissioner Curin:

- 1) Hockey season starts this weekend with games going through March.
- 2) The Krolak Cup Tournament will be held in the spring.

### Commissioner Simon:

- 1) The non-profit organization will be opening their new turf field on Saturday. The Commissioner's offered congratulations.

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## PRESIDENT'S REPORT:

- 1) Drives past Activity Center about twice a week; very exciting to watch the progress.
- 2) The new turf field had kids with skateboards on it.

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, October 23, 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 Schyman made a motion to adjourn the Regular Board Meeting at 7:19pm. 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