



Board of Park Commissioners Board Meeting Minutes

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

MINUTES of the Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, October 23, 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 and Ziering

Commissioners Absent: Commissioner Simon

Officers Present: Executive Director Hamer; Assistant Secretary Peterson

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

RECOGNITION OF VISITORS – Todd Marvel, *The Northbrook Tower*; Michael Gross, resident (left at 7:09pm); Diane Freeman and Sue McFall, Northbrook Garden Club (left at 7:06pm)

Sue McFall, Northbrook Garden Club, addressed the Board of Commissioners to commend Director Dalton and the Parks staff for participating in the heirloom Peony dig that was done in conjunction with Northbrook resident Bud Smith and the Historical Society. President Randel also thanked everyone that was involved in the project.

Michael Gross, Northbrook resident, addressed the Board of Commissioners to express his gratitude for the new pickleball courts at Stonegate Park. The courts are very well done, and he is looking forward to using them.

APPROVAL OF AGENDA

President Randel called for any changes to the Agenda. Hearing none, Commissioner Ziering 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 October 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.

V. 10/23.62 Approval of Board Meeting Minutes of September 18, 2019

Motion: I move to approve the Board Meeting Minutes of September 18, 2019.

V. 10/23.63 Approval of the September 2019 Vouchers

Motion: I move to approve the September 2019 Vouchers in the amount of \$807,078.32.

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- V. 10/23.64 Approval of Full-time Non-Bargaining Unit Merit and Discretionary Pools for 2020 Fiscal Year
Motion: I move to approve a merit pool in the amount of \$105,904 and a discretionary pool in the amount of \$54,544 for Full-time Non-Bargaining Unit staff for the 2020 Fiscal Year.
- V. 10/23.65 Approval of Ice Time Rental for Teams Elite Synchronized Skating Program for the 2019-2020 Season
Motion: I move to approve the payments for ice time rental for the 2019-2020 Teams Elite Synchronized Skating program season for an amount not to exceed \$105,000.
- V. 10/23.66 Approval of Park Board of Commissioners 2019 Meeting Schedule Amendment
Motion: I move to approve the amendment to the Park Board of Commissioners 2019 Meeting Schedule to include a Committee-of-the-Whole Meeting the week of December 2-6.
- V. 10/23.67 Approval of Activity Center Change Orders
Motion: I move to approve Change Order #1 for a credit of \$45,000 from DiMeo Brothers, Inc. and Change Order #2 at a cost of \$17,049 to Jensen's Plumbing and Heating, Inc. for the Activity Center
- V. 10/23.68 Approval of Batting Cage Netting Replacement, Bid #2176
Motion: I move to approve the contract for the Batting Cage Netting Replacement, Bid #2176 for \$28,650 from Midwest Netting Solutions, LLC of Glenview, Illinois.
- V. 10/23.69 Rejection of Recreation Guide Printing, Bid #2175
Motion: I move to reject all bids for Recreation Guide Printing, Bid #2175.
- V. 10/23.70 Approval of Commonwealth Edison Company Electrical Easement Agreement
Motion: I move to approve the Electrical Easement Agreement with Commonwealth Edison Company.
- V. 10/23.71 Approval of the Professional Services Contract with Gewalt Hamilton Associates, Inc.
Motion: I move to approve the contract for professional services with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois for Civil Engineering Services for Sportsman's Country Club in the amount of \$200,590 with a not to exceed amount of \$4,000 for reimbursable expenses.
- V. 10/23.72 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 Course Design, Inc. of Libertyville, Illinois for Master Plan design of Sportsman's Country Club in the amount of \$240,000 and a not to exceed amount of \$6,840.91 for reimbursable expenses.

ACTION ITEMS

- VI. 10/23.73 Adoption of Truth-in-Taxation Resolution 19-R-2
Motion: I move to adopt the Truth-in-Taxation Resolution 19-R-2, determining the amounts of money exclusive of debt service and election costs estimated to be necessary to be raised by taxation.

EXECUTIVE DIRECTOR REPORT:

- 1) Autumnfest was held on Saturday, October 12 at Meadowhill Park. Congratulations to Recreation Supervisors Shea and Wassinger on the successful event. Thank you to Commissioners Randel and Chambers for volunteering.

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- 2) Flag Football leagues will play at Techny Prairie Park and Fields under the lights on the new turf field on Friday, October 25.
- 3) End-of-Season Soccer games will be held at Meadowhill Park on Saturday, October 26 and at Techny Field #29 on Sunday, October 27. Congratulations Recreation Supervisor Edelman on the successful season.
- 4) Teams Elite Exhibition will be held on Sunday, November 17 from 4:30-6pm at the Northbrook Sports Center.
- 5) Kennedy McKay will join the Recreation Division on November 5 as the new Recreation Supervisor with Teams Elite and the Ice Show.
- 6) Recreation Division Manager Shields was featured in the University RST Alumni Council magazine.
- 7) Activity Center update:
 - a. Beehive of activity including electrical, paving and plumbing
 - b. Water lines are in from Anets Drive west to the train tracks
- 8) Assistant Trades Manager Cholewa had two articles published in the magazine *On Course the Midwest Association of Golf Course Superintendents (MAGCS)* August 2019 and September 2019.
- 9) M+C staff developed and executed an OAKtober awareness campaign that includes facts, trivia and photos. Positive responses have been received from the community. Specialist Slupski created a video titled "Know Know Know Your Oak" performed by the Sunshine Preschool 4s and the Senior Center Park Larks.
- 10) The Winter Guide will be mailed on November 15 and will include information about the Sportsman's Country Club Open House on Saturday, December 14.
- 11) Director Scovic and Manager Stuart met with the Northbrook Chamber to discuss cross-marketing opportunities through their new texting service.
- 12) The Annual Turkey Shoot will be held on Saturday, November 9 at Sportsman's Country Club. This is a 4-person scramble format and a 9am shotgun start. Registration deadline is Tuesday, November 5.
- 13) Residency discount reciprocity agreements have been finalized for play at the following courses:
 - a. Park District of Highland Park – Sunset Valley Golf Course
 - b. Glenview Park District – Glenview Park Golf Club and Glenview Prairie Club
 - c. Wheeling Park District – Traditions at Chevy Chase Golf Course
- 14) Executive Director Hamer attended the NRPA Conference in Baltimore on September 23-26. Thank you for opportunity.
- 15) On October 16-17 Park District staff attended a Master Class in Cost Recovery at the Park District of Oak Park. Attendees included Executive Director Hamer; Directors Loftus and Munn; Recreation Division Managers Kotloski and Shields; Sports Center Manager Taylor; Recreation Manager Sweet and Recreation Supervisor Shea.

COMMISSIONER REPORTS

Commissioner Chalem:

- 1) Missed Autumnfest but heard great things about the event.
- 2) Her son plays Flag Football and is very excited about the Friday Night event.
- 3) Teams Elite Exhibition will be held on Sunday, November 17 from 4:30-6pm.

Commissioner Ziering:

- 1) Sorry he missed Autumnfest because he enjoys the event.
- 2) Driving down Anets Drive you can see the entrance going into the new Activity Center. It is the coolest feeling!

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Commissioner Schyman:

- 1) Attended Autumnfest, the events were nice and well done.
- 2) Attended a few Bluehawks hockey games with his son's baseball team. Everyone seems very happy with the program and facilities.
- 3) Softball season ended and his team is the champion of the Tuesday Night league.
- 4) There is a lot of buzz about the Activity Center.
- 5) Staff Connor and Cory are very nice – Connor leaving to join the Army; best wishes

Vice President Chambers:

- 1) Went to the Plein Air Festival. It rained several days but the turn-out was good. Thank you to Director Loftus and the Parks staff for their hospitality during the weekend.
- 2) The Historical Society members were impressed with the Shermerfest scavenger hunt that Director Scovic created.
- 3) The Historical Society Shop is now featuring local artisans.
- 4) Autumnfest was wonderful and very well done.
- 5) Activity Center is great. She enjoys seeing all of the equipment moving in the morning.
- 6) If walking at Techny Prairie Park and Fields, keep your dog on a leash because coyotes are out in the morning.

Commissioner Curin:

- 1) No report given

PRESIDENT'S REPORT:

- 1) Conducted two accreditation reviews this month. Des Plaines Park District and Wheeling Park District both are very well-oiled machines.
- 2) Participated in the President & Pro Golf Outing at Ivanhoe Country Club with Head Professional Billiter. They won the event.
- 3) Autumnfest was enjoyable. She worked with Director Scovic and her daughter.
- 4) Plein Air art is now on display at the Northbrook Public Library.

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, December 11, 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 7:37pm. The motion was seconded and unanimously approved on a voice vote.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

NORTHBROOK PARK DISTRICT

/s/ Molly Hamer

Molly Hamer, Secretary

Board of Commissioners/wap