



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, March 25, 2020 in the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Randel called to the Regular Board Meeting to order at 7:02pm. On a roll call by Assistant Secretary Peterson, the following members were in attendance:

Commissioners Present Via Conference Call: President Randel; Vice President Chambers; Commissioners Chalem, Curin, Schyman, Simon and Ziering

Officers Present: Executive Director Hamer; Assistant Secretary Peterson

Staff Present Via Conference Call: Directors Baron, Loftus, Munn and Scovic; Senior Human Resource Manager Bozarth; Specialist Scharp

Staff Present: Director Dalton; Senior Systems Administrator Smith

RECOGNITION OF VISITORS (via Conference Call) – Todd Marvel, *The Northbrook Tower*; Sarah Wood, RATIO Architects, Inc.

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 March 16, 2020 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, Commissioner Simon made a motion to approve the following items on the Consent Agenda. The motion was seconded and approved on a roll call vote.

V.21. Approval of Board Meeting Minutes of February 26, 2020

Motion: I move to approve the February 26, 2020 Board Meeting Minutes.

V.22. Approval of the February 2020 Vouchers

Motion: I move to approve the February 2020 Vouchers in the amount of \$806,676.21.

V.19. Approval of Professional Services Agreement with Gewalt Hamilton Associates, Inc. for Stonegate Park Pavement Maintenance

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Motion: I move to approve the contract for professional services for Stonegate Park pavement maintenance improvements with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois in the amount of \$24,900 that includes reimbursables and construction observation.

V.24. Approval of Professional Services Agreement with Gewalt Hamilton Associates, Inc. for Greenfield Park Paths and Bleacher Pads

Motion: I move to approve the contract for professional services for Greenfield Park pathway and bleacher pad improvements with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois in the amount of \$37,900 that includes reimbursables and construction observation.

V.25. Approval of Amendment to the Professional Services Agreement with RATIO Architects, Inc.

Motion: I move to approve the Amendment to the contract for Professional Services with RATIO Architects, Inc., of Chicago, Illinois for additional services related to the AV, IT, security and kitchen design at a cost of \$18,000.

ACTION ITEMS

VI.26. Approval of Contractor Agreements for Sportsman's Country Club Civil and Golf Renovations, Bid #2183

Motion: I move to approve the Contractor Agreements for the Sportsman's Country Club Civil and Golf Renovation Project, Bid #2183 as presented.

ROLL CALL: President Randel; Vice President Chambers; Commissioners Chalem, Curin, Schyman, Simon and Ziering voted aye.

Motion Passed: 7 ayes; 0 nays

EXECUTIVE DIRECTOR REPORT:

- 1) Sportsman's Country Club demolition continues. The cart barn has been removed and backfilling with stone and is in process. The clubhouse building and foundation have been removed and they have begun backfilling with soil. The Range building demolition will begin next week, weather permitting. Tree removal and stump grinding is approximately 85% complete.
- 2) At the Activity Center, steel contractors continue to work on the roof decking and will begin to erect the steel for the mezzanine on Friday. The plumbing contractor is installing the PVC pipes for the roof drains. Contractors for the pre-cast panels continue to grout and patch the panel lifting areas and welding joints.
- 3) Director Scovic and Manager Stuart continue to communicate COVID-19 news and updates via the website, email and social media outlets while also monitoring and responding to all incoming emails, social media questions and voicemail messages as they are received.
- 4) In addition to the news updates, Specialist Slupski has been working with Manager Sweet to develop some entertaining and informative posts for social media including the ABC Search with Me campaign. Specialist Slupski, Managers Hall and Sweet will also be working on an internal morale-boosting campaign for staff on the Beehive site.
- 5) Golf courses must remain closed per the Governor's Executive Order.
- 6) Executive Director Hamer and Directors Loftus and Scovic attended the Chamber Annual Dinner.
- 7) The Employee Appreciation Dinner was held on March 7. Thank you to Commissioners Randel, Chalem, Curin, Schyman and Ziering for attending.
- 8) Glenview-Northbrook COVID-19 Task Force is an intergovernmental group that has been holding regular virtual meetings.

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- 9) Executive Director Hamer and Deputy Chief Strickland discussed law enforcement of restricting gatherings in the parks and facility signage. Calls should be directed to the non-emergency telephone number.

COMMISSIONER REPORTS

Commissioner Schyman:

- 1) Thank you to every member of staff for working through this unusual time.

PRESIDENT'S REPORT

- 1) On behalf of all Commissioners we appreciate your time and efforts.

UNFINISHED BUSINESS – None

NEW BUSINESS – None

CLOSED SESSION TO DISCUSS EMPLOYMENT OF AN EMPLOYEE 2(c)(1)

Vice President Chambers made a motion to move into Closed Session to discuss Employment of an Employee 2(c)(1). The motion was seconded and approved on a roll call vote. The Park Board of Commissioners moved to Closed Session at 7:36pm.

The Regular Board Meeting was reconvened at 8:06pm.

NEXT MEETING

President Randel announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, April 22, 2020 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 8:06pm. 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