



**Board of Park Commissioners
Parks and Properties Committee
Meeting Minutes**

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

MINUTES of the Parks and Properties Committee Meeting of the Northbrook Park District Board of Commissioners held Monday, August 17, 2020 in-person and via electronic meeting in the Northbrook Theatre located in the Leisure Center at 3323 Walters Avenue, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 7:27pm by Chair Randel.

Executive Administrative Assistant Peterson announced that the Meeting is being recorded, called roll and visually recognized each participant.

Members Present via Electronic Meeting – Chair Randel

Members Present at the Northbrook Theatre – Members Chalem and Curin

Ex-Officio Members via Electronic Meeting – Commissioners Schyman, Simon and Ziering

Ex-Officio Member Present at the Northbrook Theatre – Commissioner Chambers

Staff Present at the Northbrook Theatre – Executive Director Hamer; Directors Dalton, Loftus and Munn; Executive Administrative Assistant Peterson; Recreation Supervisor Ottinger

Staff Present via Electronic Meeting – Directors Baron and Scovic; Specialist Scharp; Activity Center Manager Shea; Activity Center Supervisor Tandy; Recreation Division Manager Shields; Marketing & Communications Manager Stuart

RECOGNITION OF VISITORS – None

APPROVAL OF MINUTES

Commissioner Chalem moved to approve the Minutes of the Parks and Properties Committee Meeting of July 15, 2020. Commissioner Curin seconded the motion.

ROLL CALL: Chair Randel, Commissioner Chalem and Commissioner Curin voted aye.

Motion Passed: 3 ayes; 0 nays

INFORMATIONAL ITEMS/VERBAL UPDATES

Activity Center Change Orders

Director Dalton provided a monthly update of Change Orders necessary for the Activity Center. Construction is on schedule.

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Cell Tower Site Agreement Extension

Director Dalton reviewed the six-month cell tower extension request by PSC PrimeCo., L.P. PSC PrimeCo has been negotiating with the Village of Northbrook and the selected site needs to clear some zoning issues. The short-term agreement has been reviewed by legal counsel. Commissioners engaged in a question and answer session. Chair Randel called for additional questions. Hearing none, Commissioner Chalem moved to approve the Cell Tower Site Agreement for six months with VB-S1 Assets, LLC to the full Board for approval. Commissioner Curin seconded the motion.

ROLL CALL: Chair Randel, Commissioner Chalem and Commissioner Curin voted aye.

Motion Passed: 3 ayes; 0 nays

NORTHBROOK PARK DISTRICT

Consider Purchase of Techny Prairie Activity Center Furniture

Director Loftus reviewed the proposed furniture purchase for the Techny Prairie Activity Center including lobby tables, childcare room tables, chairs and rugs, office conference table, chairs and cabinets, gym viewing chairs, room benches, and benches in the stretching area. Commissioners engaged in a question and answer session. Chair Randel called for additional questions. Hearing none, Commissioner Curin moved to approve the purchase of the listed Techny Prairie Activity Center furniture from Henricksen of Itasca, Illinois for a not to exceed cost of \$43,712.67 to the full Board for approval.

ROLL CALL: Chair Randel, Commissioner Chalem and Commissioner Curin voted aye.

Motion Passed: 3 ayes; 0 nays

OLD BUSINESS – None

COMMISSIONER UPDATES

President Chambers provided a timeline for the contract renewal of the Executive Director.

Commissioner Randel thanked staff for everything that they are doing under these difficult circumstances.

NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for September 16, 2020 at 5:45pm or immediately following the Golf Operations Committee Meeting at the Leisure Center Northbrook Theatre, 3323 Walters Avenue.

ADJOURNMENT

With no further business, the Meeting was adjourned at 7:41pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Molly Hamer
Molly Hamer, Secretary
Board of Commissioners/wap