



**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](http://nbparks.org)

MINUTES of the Parks and Properties Committee Meeting of the Northbrook Park District Board of Commissioners held Wednesday, October 21, 2020 in-person and via electronic meeting in the Joe Doud Administration Building at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 7:24pm by Chair Randel.

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

Members Present via Electronic Meeting – Chair Randel; Member Chalem and Curin  
Ex-Officio Members Present via Electronic Meeting – Commissioners Schyman, Simon (left at 8:12pm) and Ziering  
Ex-Officio Member Present at the Joe Doud Administration Building – Commissioner Chambers  
Staff Present at the Joe Doud Administration Building – Executive Director Hamer; Director Dalton; Executive Administrative Assistant Peterson  
Staff Present via Electronic Meeting – Directors Baron, Loftus, Munn and Scovic; Specialist Scharp

RECOGNITION OF VISITORS – None

APPROVAL OF MINUTES

Commissioner Chalem moved to approve the Minutes of the Parks and Properties Committee Meeting of September 16, 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. Techny Prairie Activity Center construction continues. The exterior landscaping is almost complete, the gymnasium and fitness studio floors have been sanded and the gym floor lined. The elevator and furniture installation are progressing. Commissioners engaged in a question and answer session.

UNFINISHED BUSINESS – None

OLD BUSINESS – None

NEW BUSINESS

**Consider Land Use Permit Agreement with the Village of Northbrook**

As part of the Sportsman’s Country Club renovation project, a new watermain service is required. It was determined that the watermain crossed the golf course south of the clubhouse and would be partially constructed on land acquired through the Open Space Lands Acquisition and Development (OSLAD) program. As part of the OSLAD Agreement, the Park District is not allowed to grant easements. A Land Use Permit Agreement can be issued instead. Chair Randel called for questions. Hearing none, Chair Randel moved to approve a Land Use Permit Agreement to the Village of Northbrook

# NORTHBROOK PARK DISTRICT

to operate, access, test, inspect, remove or replace a watermain through a section of Open Space Lands Acquisition and Development (OSLAD) obtained property at Northbrook Park District's Sportsman's County Club to the full Board for approval. Commissioner Chalem seconded the motion.

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

*Motion Passed: 3 ayes; 0 nays*

## **Consider Public Facilities Construction Maintenance Agreement with the Village of Northbrook**

As part of the Sportsman's Country Club golf course and clubhouse construction, a new watermain service is required. This watermain will only serve the Sportsman's Country Club property and is considered a private service. The watermain would need to be constructed and maintained by the Park District at its sole cost and expense according to approved Village Engineering Standards and Specifications. Once construction is completed, the Park District will transfer ownership of the watermain to the Village. Chair Randel called for questions. Hearing none, Chair Randel moved to approve the Public Facilities Construction Maintenance Agreement with the Village of Northbrook at Northbrook Park District's Sportsman's Country Club to the full Board for approval. Commissioner Chalem seconded the motion.

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

*Motion Passed: 3 ayes; 0 nays*

## **Discussion Regarding the Use of Park Land for Northbrook Days 2021**

In mid-September, Director Dalton was contacted by the Northbrook Civic Foundation concerning the 2021 Northbrook Days Festival. Northbrook Civic outlined two requests for the use of any Park District site location:

1. All carnival rides would need to be in the park/parking lot of the space.
2. Agreed upon use of space that is not dependent upon weather.

Staff reviewed the Park District's five community parks for available hard surface, utilities, restrooms and impact on programming. Staff continues to recommend that all carnival rides need to be placed on a hard surface (asphalt). In addition, the Park District must maintain the ability to cancel any event due to unsuitable ground conditions. Commissioners engaged in a question and answer session. The Board provided Director Dalton with the following direction in response to question #1, the use of Wood Oaks Green Park with no rides on the grass or Village Green Park as a music and food three-day festival. The Park District will maintain discretion to cancel an event due to unsuitable ground conditions or weather related concerns.

## NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for November 18, 2020 at 5:50pm or immediately following the Golf Operations Committee Meeting, Joe Doud Administration Building, 545 Academy Drive.

## ADJOURNMENT

With no further business, the Meeting was adjourned at 8:24pm.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

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