



# 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 in-person and via electronic meeting on Wednesday, February 24, 2021 in the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

### CALL TO ORDER AND ROLL CALL

President Chambers called the Regular Board Meeting to order at 7pm.

Specialist Scharp announced that the meeting was being recorded, called roll and visually recognized each participant.

Commissioner Present: President Chambers

Commissioners Present via Electronic Meeting: Vice President Chalem; Commissioners Curin, Randel, Schyman, Simon and Ziering

Officers Present: Executive Director Hamer

Officer Absent: Assistant Secretary Peterson

Officer Present via Electronic Meeting: Treasurer Munn

Staff Present: Director Dalton; Specialist Scharp

Staff Present via Electronic Meeting: Directors Baron, Loftus and Scovic

### RECOGNITION OF VISITORS

Mike Goodman, Northbrook resident

### APPROVAL OF AGENDA

President Chambers called for any changes to the Agenda. Hearing none, Commissioner Simon made a motion to approve the Agenda. Commissioner Curin seconded the motion.

*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commission Randel, Commissioner Schyman, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 7 ayes; 0 nays*

### CONSENT AGENDA

President Chambers announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the February 15, 2021 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 Chambers called for any changes to the Consent Agenda. Hearing none, Vice President Chalem made a motion to approve the Consent Agenda. Commissioner Simon seconded the motion.

#### IV.8. Approval of Board Meeting Minutes of January 27, 2021

**Motion:** I move to approve the January 27, 2021 Board Meeting Minutes.

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IV.9. Approval of January 2021 Vouchers

**Motion:** I move to approve the January 2021 Vouchers in the amount of \$2,411,466.34.

IV.10. Approval of Semi Annual Review of Closed Session Minutes, Section 2(c)(21)

**Motion:** I move to approve the recommendation of legal counsel to not release Closed Session Minutes as presented.

IV.11. Approval of the Clubhouse Furniture, Furnishings and Equipment, Bid #2191

**Motion:** I move to approve the Northbrook Park District Clubhouse Furniture, Furnishings and Equipment, Bid #2191 for \$246,640.74 from Office Revolution of Chicago, Illinois.

IV.12. Approval of Contractor Agreements for Northbrook Sports Center, Bid #2193

**Motion:** I move to approve the Contractor Agreements for Northbrook Sports Center Replacements, Bid #2193 for packages, #1, #3, #4, #5 and #5 as presented.

IV.13. Approval of Professional Services Agreement for Corporate Construction Services for Northbrook Sports Center Replacements

**Motion:** I move to approve the Agreement for Professional Services with Corporate Construction Services of Downers Grove, Illinois for construction management services as advisor for the Northbrook Sports Center Replacements as presented.

IV.14. Approval of Professional Services Agreement for Comprehensive Master Plan Update

**Motion:** I move to approve the Agreement for Professional Services with Hitchcock Design Group of Naperville, Illinois for the update of the Comprehensive Master Plan, subject to final negotiation and approval by legal counsel and Executive Director Hamer.

*Roll Call:* President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Randel, Commissioner Schyman, Commissioner Simon and Commissioner Ziering voted aye.

*Motion Passed: 7 ayes; 0 nays*

ACTION ITEMS - None

EXECUTIVE DIRECTOR REPORT:

- 1) Final occupancy has been received for Techny Prairie Activity Center.
- 2) On Monday, March 1 Senators Fine and Morrison, Representative Carroll, Village President Frum and Trustee Ross are scheduled to attend a VIP Tour at Techny Prairie Activity Center. President Chambers along with representatives from Wight & Co. and Corporate Construction Services will be onsite to conduct the tour.
- 3) After Board approval, communication regarding the Sports Center renovation project will go out via email to staff and user groups, a press release, and a new project page on the website. Work is expected to begin in April.
- 4) Bargaining Unit negotiations have begun. The 4-year contract expires at the end of April.
- 5) The Parks Division is currently hiring seasonal staff. Full-time and part-time positions are posted on the District website. The District welcomed the following new staff: Ken Westerberg, Techny Prairie Activity Center and Sports Center custodian and Elias Cruz, Athletic Crew Leader and Mary Mucci, who will join the Park District in March as the new Recreation Supervisor for Adventure Campus.
- 6) The Spring Guide will be posted online March 3. Information on summer camps and pre-school will be included.

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- 7) Northbrook-On-Ice registration is open.
- 8) Open gym participation is increasing. In addition to the youth programs, it is great to see high school kids and adults participating in programs and open gym.
- 9) In-person Senior Center programs and activities will resume in March.
- 10) Participated in the Village of Northbrook Manager recruitment stakeholder meeting conducted by GovHR.

## COMMISSIONER REPORTS

### Commissioner Schyman

- 1) Thanked staff for new clubhouse tour.

### Commissioner Randel

- 1) Thanked staff for new clubhouse tour.
- 2) Appreciated receiving the employee newsletter to hear about staff.

### Commissioner Curin

- 1) Commissioner Curin asked about the pickup/drop off of athletes at the Sports Center and noted that at times it is chaotic. Director Loftus will discuss with staff. The current configuration is based on COVID-19 restrictions and the ability to monitor the number of visitors in the building.
- 2) Will be watching hockey at the Sports Center.
- 3) Sons are registered for Lacrosse.
- 4) Thanked the Leisure Center staff for the good cooperation with School District 27 staff and commended Head Custodian Molina for his interactions with students.

### Commissioner Ziering

- 1) Learned that Park District employs special needs students from Glenbrook North High School at the Leisure Center and Techny Prairie Activity Center. He is very pleased the District participates in the program.

### Commissioner Simon

- 1) Thanked staff for the new clubhouse tour.

### Vice President Chalem

- 1) Thanked staff for the new clubhouse tour.
- 2) Her son is enjoying playing basketball at Techny Prairie Activity Center.

## PRESIDENT'S REPORT

- 1) Attended the IPRA/IAPD Soaring to New Heights virtual conference in January and noted the panel session with Jamie Sabbach of 110%. The evaluations have been good.
- 2) Looking forward to the Techny Prairie Activity Center tours.

## UNFINISHED BUSINESS – None

## NEW BUSINESS – None

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## NEXT MEETING

President Chambers announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, March 31, 2021 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

## ADJOURN

With no further business to come before the Board, Commissioner Simon made a motion to adjourn the Regular Board Meeting at 7:26pm. Commissioner Curin seconded the motion. The motion was unanimously approved on a voice vote.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

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