



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 at an in-person meeting on Wednesday, August 25, 2021 in the Techny Prairie Activity Center Prairie Room, 180 Anets, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Chambers called the Regular Board Meeting to order at 7:04pm.

Commissioners Present: President Chambers; Vice President Chalem; Commissioners Curin, Goodman, Schyman, Simon and Ziering

Officers Present: Executive Director Hamer; Treasurer Munn; Assistant Secretary Peterson

Staff Present: Directors Baron, Dalton, Loftus and Scovic; Specialist Scharp (left at 8:08pm); Recreation Division Manager Kotloski (left at 8:08pm)

RECOGNITION OF VISITORS

Lenore Bernstein, Northbrook Resident

Mady Fern, Northbrook Resident

Mary Reynolds, League of Women Voters

VISITOR COMMENTS

Lenore Bernstein, Northbrook resident, addressed the Board of Commissioners regarding the active senior population. The Senior Center has felt two significant losses, the resignation of a staff member and the adjustments caused by the pandemic. Senior Center membership has decreased since the pandemic. Many seniors are dissatisfied with the current location of the Senior Center at the Village Green Center. Ms. Bernstein understood the need to use the Leisure Center for kindergarten classes during the 2020-2021 school year however, seniors would like to return to the Leisure Center. The Leisure Center offers various rooms and the community is able to spread out. Many seniors enjoyed attending special exercise classes at the Leisure Center. Now exercise programming is held at Techny Prairie Activity Center and a membership is required. Seniors would like staff to be energetic, welcoming and interested in working with the senior population.

Mady Fern, Northbrook resident addressed the Board of Commissioners regarding the Senior Center and the senior population. This is a group of people who enjoy getting together and doing activities. The seniors need a place to have a good time. The seniors are an important population and need consideration. Ms. Fern thanked Commissioners for their service.

APPROVAL OF AMENDED AGENDA

President Chambers called for any changes to the Agenda. Vice President Chalem made a motion to amend the Agenda and move Consent Agenda Item V. 8/25.61 Approval of the Cell Tower Site Agreement Extension to an Action Item. Commissioner Simon seconded the motion to amend the Agenda. President Chambers called for a motion to approve the amended Agenda. Vice President Chalem made a motion to approve the amended Agenda. Commissioner Ziering seconded the motion.

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

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Motion Passed: 7 ayes; 0 nays

BOARD COMMITTEE REPORT – None

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 August 17, 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 Ziering seconded the motion.

IV.56. Approval of Meeting Minutes of July 28, 2021

Motion: I move to approve the July 28, 2021 Board Meeting Minutes.

IV.57. Approval of Closed Session Meeting Minutes of July 28, 2021

Motion: I move to approve the July 28, 2021 Closed Session Meeting Minutes.

IV.58. Approval of July 2021 Vouchers

Motion: I move to approve the July 2021 Vouchers in the amount of \$1,167,402.92.

IV.59. Approval of Travel Expenses for Board Commissioner – NRPA Conference per Ordinance 17-O-1 Travel Expense Control Act

Motion: I move to approve the Travel Expenses for Board President Chambers to attend the NRPA Conference per Ordinance 17-O-1 Travel Expense Control Act.

IV.60. Adoption of Surplus Ordinance 21-O-3

Motion: I move to adopt Surplus Ordinance 21-O-3, Park District Equipment to be sold, traded or discarded of whichever is the best method of disposal.

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

Motion Passed: 7 ayes; 0 nays

ACTION ITEMS

8/25.61 Approval of Cell Tower Site Agreement Extension

Director Dalton provided an update regarding the two-month extension request. The antenna removal will require a three-month extension to December 31, 2021. Legal counsel has adjusted the agreement. President Chambers called for questions. Hearing none, Vice President Chalem moved to approve the Cell Tower Site Agreement Extension for three (3) months to December 31, 2021 with PSC PrimeCo., L.P. Commissioner Simon seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

INFORMATIONAL /VERBAL UPDATE

CDC Guidance for COVID-19

NORTHBROOK PARK DISTRICT

This discussion item was included on the Board Agenda prior to the face mask mandate. Commissioners received a memorandum from Senior Human Resources Manager Bozarth addressing communication with staff and patrons. Commissioners engaged in a question and answer session regarding vaccination status of staff.

NEW BUSINESS – None

UNFINISHED BUSINESS – None

EXECUTIVE DIRECTOR REPORT:

- 1) Due to the challenges of hiring, most of the full-time staff in the Recreation Division including Director Loftus are supporting the Adventure Campus program by assuming the roles of counselors. Staff from other Divisions are also supporting Adventure Campus. Human Resources, Marketing & Communications and the Recreation Divisions are putting all efforts into recruitment, hiring and training. Commissioners engaged in a question and answer session regarding District-wide staffing issues.
- 2) Joey Sanchez started as the Sports Center Manager on Tuesday, August 24.
- 3) The District hosted two park rentals for affiliates this weekend. Teams Elite Synchronized Skating teams used Wood Oaks Green Park for a picnic and games. NBHL held an event for membership at the Village Green Park. Both kick-off events were reportedly successful.
- 4) The Northbrook Park District and the Village of Northbrook will be co-hosting Brewfest at Village Green Park on Saturday, October 16 from 2-6pm. Ticket sales will begin on September 8. The Village will provide financial and manpower support.
- 5) Fall soccer fields have been set up, staff painted lines and installed goals for 19 of 20 requested fields.
- 6) Wood Oaks Green Park shoreline restoration Phase 1 has been completed. The construction haul road will remain in place for the second and third phases.
- 7) Asphalt projects throughout the District are ongoing. The Meadowhill Park ADA pathway accessing the basketball court and inline hockey rink has been completed. The renovated half court basketball court at Cedar Lane Tot Lot has been repaved, the color coating and striping is delayed due to a material shortage of the acrylic paint. Stonegate parking lot reconstruction is underway. Completion is anticipated in mid-September.
- 8) Golf Maintenance staff continues to make adjustments to balance play with watering needs and mowing heights during these high temperatures and high humidity days.
- 9) The Momentum senior newsletter will be mailed to members next week highlighting September and October events.
- 10) M&C staff assisted with the golf opening events, hosting over 1,200 people at five events in eight days.
- 11) The Winter Guide process will start after Labor Day.
- 12) The District is looking forward to hosting Chamber members at a Business After Hours at the Acorn Grill + Terrace on September 9. The event will be co-hosted by the Park District and Open Kitchens.
- 13) 2,600 rounds of golf were played at Heritage Oaks Golf Club the first week of operations. Staff will continue to keep a watchful eye on course conditions and will limit play as necessary.
- 14) Play at Anetsberger Golf Course continues to be strong with 11,700 rounds though July equaling 2020.
- 15) Hiring continues to be a challenge and new Now Hiring signage have been posted.
- 16) Techny Prairie Activity Center is officially Passive House + Source Zero Certified. Congratulations to Northbrook and the whole team on this accomplishment.

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COMMISSIONER REPORTS

Commissioner Goodman

- 1) Saw Recreation Division Manager Kotloski at Adventure Campus.
- 2) Hockey kick off was this past weekend and the turnout was great.
- 3) Great time at Fishing Derby.
- 4) Has been enjoying the Driving Range.
- 5) Grateful for all the time staff puts in to support the community.

Vice President Chalem

- 1) Thank you for the opening of Heritage Oaks Golf Club. She has received positive words especially about the technology.
- 2) Our staff is great! Her husband saw staff handle a patron who was upset about wearing a mask and staff handled the situation well.

Commissioner Simon

- 1) Thank you to staff for the opening events at Heritage Oaks Golf Club.
- 2) Discussed pricing at the Acorn Grill + Terrace.

Commissioner Ziering

- 1) Has been enjoying Heritage Oaks Golf Club pretty close to every day to play golf, eat and bring guests. Staff has been working very hard. Good place to meet with people.
- 2) Wood Oaks Green Park renovation looks amazing and is more functional.

PRESIDENT'S REPORT

- 1) Thank you to the Commissioners and staff for your time during the opening week of Heritage Oaks Golf Club.
- 2) Stopped by the Village of Northbrook to say farewell to Village Manager Nahrstadt. Cara Pavlicek will start on September 1 as the new Village Manager.
- 3) Attended a webinar about bystander intervention. Very proud of our staff and how they handled a previous situation.

CLOSED SESSION

Vice President Chalem made a motion to move into Closed Session to discuss the purchase or lease of real property of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5). Commissioner Ziering seconded the motion.

Moved into Closed Session at 8:08pm.

Reconvened in Open Session at 8:16pm.

NEXT MEETING

President Chambers announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, September 29, 2021 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

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ADJOURN

With no further business to come before the Board, Vice President Chalem made a motion to adjourn the Regular Board Meeting at 8:16pm. Commissioner Simon 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/wp