



NOT POSTED
Board of Commissioners
Administration and Finance Committee
Meeting Minutes

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

MINUTES of the Administration and Finance Committee Meeting of the Northbrook Park District Board of Commissioners held Monday, November 15, 2021 in person at the Joe Doud Administration Building at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 7:44pm by Chair Schyman.

Member Present – Chair Schyman

Member via Conference Call – Members Goodman and Simon

Ex-Officio Members Present – Commissioners Chalem, Chambers, Curin and Ziering

Staff Present – Executive Director Hamer; Directors Dalton, Loftus, Munn and Scovic; Executive Administrative Assistant Peterson; Specialist Scharp; Senior Human Resources Manager Bozarth

Staff Absent – Director Baron

RECOGNITION OF VISITORS – None

APPROVAL OF MEETING MINUTES

Commissioner Simon moved to approve the Minutes of the Administration and Finance Committee Meeting of September 13, 2021. Commissioner Goodman seconded the motion. Motion passed by voice vote.

INFORMATIONAL ITEMS/VERBAL UPDATES

VOUCHER REVIEW

Chair Schyman called for questions. Hearing none, Commissioner Goodman made a motion to recommend the Board approve the October 2021 vouchers in the amount of \$1,188,265.91. Commissioner Simon seconded the motion. Motion was passed by voice vote.

AUDIT TOPICS – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Ordinance 21-O-4, Tax Levy

Director Munn provided background information on the Levy Ordinance 21-O-4. The legal notice for the Public Hearing to be held on Wednesday, December 15 at 5:30pm will be published in *The Daily Herald*. Commissioners engaged in a question and answer session. Chair Schyman called for additional questions. Hearing none, Commissioner Goodman moved to approve Ordinance 21-O-4 providing for the 2021 Levy and Assessment of Taxes for the Northbrook Park District, Cook County, Illinois, to the full Board for adoption. Commissioner Simon seconded the motion. The motion passed by voice vote.

Consider Resolution 21-R-7, Reduction in Tax Levy

Director Munn provided background and analysis of the 2021 Tax Levy Reduction Resolution. The Resolution directs the Cook County Clerk to reduce a specific levy if the Tax Levy Ordinance exceeds the tax cap amount calculated by the Clerk. If a reduction is necessary the District would reduce the levy within the Corporate Fund. Chair Schyman called for questions. Hearing none, the Commissioner Goodman moved to approve Resolution 21-R-7, a Resolution providing for the possible reduction of the 2021 Levy and Assessment of Taxes for the Northbrook Park District, Cook

NORTHBROOK PARK DISTRICT

County, Illinois to the full Board for adoption. Commissioner Simon seconded the motion. The motion passed by voice vote.

Consider Bus Transportation Services, Bid #2207

Director Loftus provided background information on the Bus Transportation Services, Bid #2207. The Park District contracts school bus transportation services for Summer Day Camps, Adventure Campus programs, Days Off School programming, related extended care programs, and occasional miscellaneous programs. Commissioners engaged in a question and answer session. Chair Schyman called for additional questions. Hearing none, Commissioner Goodman moved to approve the contract for Bus Transportation Services, Bid #2207 from First Student, Inc. of Naperville, Illinois in the amount not to exceed \$66,519 for the first year (January-December 2022) of a three-year contract to the full Board for approval. Commissioner Simon seconded the motion. The motion passed by voice vote.

NEXT MEETING

The next Administration and Finance Committee Meeting will be scheduled for January 2022 at 6pm or immediately following the Parks and Properties Committee Meeting at the Joe Doud Administration Building, 545 Academy Drive.

ADJOURNMENT

With no further business, the Meeting was adjourned at 8:05pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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