



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 Wednesday, April 27, 2022 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Chambers called the Regular Board Meeting to order at 7:01pm.

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

Commissioners Absent: Commissioners Schyman and Simon

Officers Present: Executive Director Hamer; Assistant Secretary Peterson

Staff Present: Directors Baron, Bozarth, Leiner and Scovic; Specialist Scharp; Business Manager Drahos

Staff Absent: Director Loftus

RECOGNITION OF VISITORS – None

APPROVAL OF AGENDA

President Chambers called for any changes to the Agenda. Vice President Chalem made a motion to approve the Agenda. Commissioner Ziering seconded the motion.

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

Motion Passed: 5 ayes; 0 nays; 2 absent

BOARD COMMITTEE REPORTS

Nomination Committee

On behalf of the Nominating Committee, Commissioner Ziering announced the slate for President is Lisa Chalem. No Board member was presented for the position of Vice President. Commissioner Ziering volunteered to fill the Vice President position. President Chambers announced that the slate will be voted on at the Regular Board Meeting on Wednesday, May 25, 2022 with the opportunity to present additional nominees.

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 April 20, 2022 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 Curin seconded the motion.

- V.43. Approval of Board Workshop Meeting Minutes of March 14, 2022
Motion: I move to approve the March 14, 2022 Board Workshop Meeting Minutes.
- V.44. Approval of Regular Board Meeting Minutes of March 30, 2022
Motion: I move to approve the March 30, 2022 Regular Board Meeting Minutes.

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V.45. Approval of March 2022 Vouchers

Motion: I move to approve the March 2022 Vouchers in the amount of \$521,327.43.

V.46. Approval of Northbrook Sports Center Pool Deck Emergency Repair

Motion: I move to authorize Executive Director Hamer to engage the services of a to be determined concrete contractor to make emergency polyjacking repairs to the Northbrook Sports Center pool deck for a not to exceed amount of \$45,000.

V.47. Approval of Mowing Contract Addenda

Motion: I move to approve a one-year contract addendum to Bid #2206 with Milieu Design, LLC of Lake Zurich, Illinois in the amount of \$22,750; to Bid #2177 with Brightview Landscape Services, LLC of Wheeling, Illinois in the amount of \$5,084; and to Bid #2189 with Moore Landscapes, LLC of Northbrook, Illinois in the amount of \$4,185 for a total amount of \$32,019 to mow the Northbrook Sports Center, West Park, the Leisure Center, the exterior perimeter of Heritage Oaks Golf Club fence and the Techny Prairie Activity Center.

V.48. Approval of District Asphalt Paving, Sealcoating and Repairs, Bid #2224

Motion: I move to approve the Base Bid and Alternates 1, 2 and 3 for District Asphalt Paving, Sealcoating and Repairs, Bid #2224 from Patriot Pavement Maintenance of Des Plaines, Illinois in the amount of \$347,465.

V.49. Approval of Hard Court Color Coat and Repairs, Bid #2225

Motion: I move to approve Hard Court Color Coat and Repairs, Bid #2225 for \$44,900 from U.S. Tennis Construction Company of Lockport, Illinois.

V.50. Approval of the Professional Services Agreement with Gewalt Hamilton Associates, Inc. for Techny Prairie Park and Fields Path and Drainage Improvements

Motion: I move to approve the Professional Services Agreement with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois for Techny Prairie Park and Fields Path and Drainage Improvement in the amount of \$28,550 with a not to exceed reimbursable amount of \$500.

V.51. Approval of the Professional Services Agreement with Gewalt Hamilton Associates, Inc. for Wood Oaks Green Park Shoreline Construction Administration Phase Services

Motion: I move to approve the Professional Services Agreement with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois for Wood Oak Green Park Shoreline Construction Administration Phase Services in the amount of \$38,800.

Roll Call: President Chambers, Vice President Chalem, Commissioner Curin, Commissioner Goodman and Commissioner Ziering

Motion Passed: 5 ayes; 0 nays; 2 absent

ACTION ITEMS – None

INFORMATIONAL /VERBAL UPDATES – None

NEW BUSINESS – None

UNFINISHED BUSINESS – None

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EXECUTIVE DIRECTOR'S REPORT

- 1) Staff are gearing up for the four Northbrook-On-Ice performances May 6-8. Dress rehearsal is scheduled all day Saturday and Sunday this weekend.
- 2) Spring soccer experienced a delayed start due to weather with 719 players on 90 teams.
- 3) Spring lacrosse is up and running with 63 players on four teams for grades 3-8. The Youth Development program has 24 participants and there are 14 in the Girl's class. Friday Night Lights on the turf field at Techny Prairie Park and Fields will be held on May 6 and 14.
- 4) Kids' Corner opened at the Techny Prairie Activity Center this week and has been well received.
- 5) Baseball fields have opened for the season. The Grounds staff were able to get equipment onto the fields the week of April 15 to start pre-season maintenance.
- 6) Mowing contracts have begun throughout the District.
- 7) Trades staff have begun the seasonal activation of the aquatic facilities. Work has commenced on painting the pool shells and gelcoating the slides.
- 8) Facilities Maintenance staff have been busy working with the Recreation Division to complete facility preparations for Northbrook-On-Ice.
- 9) The Planning Department is preparing for Phase II of the Wood Oaks Green Park Shoreline Restoration project to begin in early May.
- 10) Golf Maintenance has worked around the rainy weather to begin the construction of the paver pads adjacent to the Driving Range. The pads will be the location of new benches and will provide a hard surface access point to the hitting mats.
- 11) Staff members from Marketing & Communications, Trades, Recreation and IT have all been working together to update two of the display cases at Northbrook Sports Center. The large Hall of Fame and History case will be updated honoring the legacy of the Hall of Fame, and a new marketing case will also be unveiled in time for the Northbrook-On-Ice show weekend.
- 12) The warm weather kicked off the Permanent Tee Time season. Soggy conditions prohibited golf car use but that did not stop over 400 enthusiastic players from teeing it up on Saturday, April 23.
- 13) Golf league season begins next week.
- 14) Finance staff is finalizing the audit. The goal is to have the audit complete the week of May 16 and have Lauterbach & Amen present at the Regular Board Meeting on May 25.
- 15) A grant application was submitted to Congressman Brad Schneider for a Department of Housing and Urban Development FY2023 Community Project. Staff met with a representative from Congressman Schneider's office and was asked for additional information about the proposed project. The District received letters of support from three Senators, three State Representatives and five local agencies.
- 16) On Friday April 8, 30 staff members from Wight & Company toured the Techny Prairie Activity Center. There was a lot of enthusiasm on the part of the Wight staff as they learned more about the award winning facility.
- 17) The Sharing the Vision Meeting was held on Tuesday, April 19 in the Community Room at the Sports Center. This was the first time all full-time staff met in-person since December 2019.

COMMISSIONER REPORTS

Commissioner Goodman

- 1) Has attended soccer games and ice show practice with his children.

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- 2) Attended the Techny Prairie Activity Center Open House. It was an awesome event, good energy in the building. Thanks to the staff for working more time on the weekend.

Commissioner Ziering

- 1) Very impressed that the Driving Range was rated #1 in the area. Executive Director Hamer, Director Baron and Head PGA Professional Billiter deserve credit for the foresight to implement new technology at the Range.

Commissioner Curin

- 1) Lacrosse has good participation this year. Many first year kids which is good but a challenge for the coaches. His sons are enjoying the program. It is a privilege to have a turf field, it is a great asset to have. Thank you to Recreation Supervisor Edelman and his staff.
- 2) Drainage at the baseball fields needs to be improved.

Vice President Chalem

- 1) The GBN freshman baseball field was unplayable, and the game was moved to Meadowhill which was great.
- 2) Stopped by the Open House at Techny Prairie Activity Center.
- 3) Ice show preparations are going well. Her daughter is choreographing a few of the performances.
- 4) She has received praise from residents about the Driving Range.

PRESIDENT'S REPORT

- 1) Please forward Committee Assignment requests to Vice President Chalem by May 16.
- 2) Stopped by the Techny Prairie Activity Center during the Open House set-up. It looked like a wonderful event, and she was sorry she was not able to stay longer.
- 3) The parks are looking great!
- 4) Was at the Acorn Grill + Terrace and there was a nice crowd.
- 5) Busy attending meetings over the next two weeks for Illinois Association of Park Districts and Joint Conference.

MOVE INTO CLOSED SESSION TO DISCUSS EMPLOYMENT OF AN EMPLOYEE 5 ILCS 120/2(c)(1)

President Chambers asked for a motion to move into Closed Session. Vice President Chalem moved to move into Closed Session to Discuss Employment of an Employee 5 ILCS 120/2(c)(1). Commissioner Ziering seconded the motion.

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

Motion Passed: 5 ayes; 0 nays; 2 absent

Moved into Closed Session at 7:28pm

Reconvened in Open Session at 8:11pm.

NEXT MEETING

President Chambers announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, May 25, 2022 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

ADJOURN

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With no further business to come before the Board, Commissioner Curin made a motion to adjourn the Regular Board Meeting at 8:12pm. Commissioner Goodman 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