



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, June 22, 2022 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Chalem called the Regular Board Meeting to order at 7:00pm.

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

Commissioner Present via Conference Call: Commissioner Chambers

Commissioner Absent: Commissioner Curin

Officer Present: Assistant Secretary Peterson

Officer Absent: Executive Director Hamer; Interim Director of Finance Busby

Staff Present: Directors Baron, Bozarth, Leiner, Loftus and Scovic; Specialist Scharp

RECOGNITION OF VISITORS – None

APPROVAL OF AGENDA

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

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

Motion Passed: 6 ayes; 0 nays; 1 absent

BOARD COMMITTEE REPORTS – None

CONSENT AGENDA

President Chalem announced the matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the June 14, 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 Chalem called for any changes to the Consent Agenda. Hearing none, Commissioner Simon made a motion to approve the Consent Agenda. Vice President Chalem seconded the motion.

V.57. Approval of Regular Board Meeting Minutes of May 25, 2022

Motion: I move to approve the May 25, 2022 Regular Board Meeting Minutes.

V.58. Approval of May 2022 Vouchers

Motion: I move to approve the May 2022 Vouchers in the amount of \$674,735.45.

V.59. Approval of Competitive Bid Limit Increase

Motion: I move to approve the Competitive Bid Limit Increase to \$30,000 as amended in Section 8-1 of the Park District Code effectively immediately.

NORTHBROOK PARK DISTRICT

V.60. Approval of Vehicle Procurement Authorization

Motion: I move to authorize Executive Director Hamer to procure one (1) Ford Transit 250 High Roof Cargo Van via a cooperative purchasing network for an amount not to exceed \$66,500.

V.61. Approval of 2022 Volunteer Hall of Fame Nominations

Motion: I move to approve the 2022 Volunteer Hall of Fame nominations of Gus Locallo and Stuart Spiegel.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

ACTION ITEMS – None

INFORMATIONAL /VERBAL UPDATES – None

NEW BUSINESS – None

UNFINISHED BUSINESS – None

EXECUTIVE DIRECTOR’S REPORT

On behalf of Executive Director Hamer, Director Loftus provided the following report.

- 1) The First Tuesday in the Park was held yesterday. Attendance was lower than normal but that was probably due to the extreme temperatures. Tuesdays in the Park continues until the end of July.
- 2) Athletics staff held a successful Pickleball tournament last weekend. Twelve teams competed for a monetary prize and pickle juice.
- 3) The pools passed the IDPH inspection last week and staff received a 4-Star audit from StarGuard Elite for the first of three unannounced visits this summer.
- 4) Camp is underway and going well. We are now in our second week of the traditional 8-week offerings.
- 5) The Adventure Campus Hiring promotion was released. Hopefully on your way into the meeting, you have passed a banner. Postcard will be delivered early next week. The Marketing & Communications Division kicked off this week with banners, yard signs, press release, new website page with additional information to be shared through social media and paid advertising. The response to parent communication sent last week has been understanding and appreciation of efforts have been shared.
- 6) Staff are preparing for the 4th of July activities. Parks will be supporting the Rotary Breakfast and Fireworks and assisting Recreation Division with the Liberty Loop and Northbrook Baseball’s tournament. And a combined team with Marketing and Recreation are coordinating the parade staging. If you are interested in assisting with the race in the morning, please let me know after the meeting.
- 7) Brian Romes, Executive Director of the Highland Park Park District reached out this morning with a request to temporarily accommodate their residents as they have a pool repair. Highland Park will be letting their passholders know that they can swim at Sports Center pool tomorrow afternoon into Friday for free and resident rates will be charged for residents without passes. Attendance will be tracked and staff will work with Highland Park on payment of daily fees.
- 8) LED light retrofits have been completed at the Heritage Oaks Golf Maintenance Facility and work is ongoing at the Leisure Center.
- 9) The landscape maintenance contract has begun. Contractors have performed maintenance at the Northbrook Sports Center Pool, Meadowhill Aquatic Center and Village Green Park.

NORTHBROOK PARK DISTRICT

- 10) The completion of the playground replacement at Cedar Lane Tot Lot has been delayed due to material shortages resulting from a union strike against the Chicago Area Aggregate Producers Association. At this time no aggregate stone is being produced. Staff is hopeful the project will restart quickly once the strike is settled.
- 11) The Meadowhill Park playground replacement project has begun.
- 12) Poured in place playground safety surface repairs were completed at Village Green Park.
- 13) Core Mechanical has been retained to make repairs to the HVAC unit at Heritage Oaks Golf Club. Temporary cooling units are in place to maintain a comfortable temperature inside the facility. The lead time on repair parts is a minimum of 15 days. Staff expects repairs to be completed by early July.
- 14) Golf marketing with a more regional focus kicked off this month through magazine and radio outlets. The timing for this was specifically set for June to be sure the course would be in a good state for increased use.
- 15) The M&C team continues to capture photographs of summer events including camps, parks, concerts and attended the first Tuesdays in the Park concert to promote District programs and events and build the email distribution list.
- 16) Live music at the Acorn Grill + Terrace will be held on Friday, June 24 at 6pm featuring Steven Zane.
- 17) Executive Director Hamer and Director Loftus attended Dr. Larry Hewitt's retirement celebration.
- 18) On June 10, Executive Hamer attended the Chamber Golf Outing held at Heritage Oaks Golf Club. Thank you to Commissioners Goodman, Schyman and Simon for attending the event.
- 19) On June 13, Executive Director attended the IAPD Golf Outing held at Heritage Oaks Golf Club. Thank you to President Chalem and Commissioners Chambers, Simon and Ziering for attending the event.

Commissioners engaged in a question and answer session.

COMMISSIONER REPORTS

Vice President Goodman

- 1) Wrapped up another great soccer season and baseball season with his children
- 2) Attended the Northbrook Chamber golf outing.
- 3) His son participated in Golf Camp and had a great experience. He is now in the Sports Mania Camp and is having a terrific experience.
- 4) Enjoyed the Tuesdays in the Park concert. The band was awesome.

Commissioner Schyman

- 1) Attended the Northbrook Chamber golf outing. Staff did a nice job welcoming participants and keeping a good pace of play.
- 2) Has received complaints about the water fountain at Dog Park. Director Leiner noted that the water fountain has been repaired.
- 3) Has received compliments on the Driving Range and TrackMan. Commissioner Schyman suggested additional signage regarding the new technology.

Commissioner Schyman

- 1) Has received positive feedback on the Chamber golf outing.
- 2) The IAPD Golf outing went off very well and was a fun event.
Took his first golf lesson with Head PGA Professional Billiter. He is a very good instructor.
- 3) Went to Techny Prairie Activity Center to work out. It is a great facility.
- 4) Does Stonegate Park have open pickleball or is it all scheduled? Director Loftus will forward information.

NORTHBROOK PARK DISTRICT

Commissioner Ziering

- 1) Apologized for missing the Committee Meetings on June 14. This was the first meeting he missed in 12 years as a Commissioner.
- 2) Attended the IAPD golf outing and had the most awesome foursome.
- 3) Commissioners from other park districts were very complimentary about the course and clubhouse.

Commissioner Chambers

- 1) Attended the IAPD golf outing. Every commissioner that she spoke to was enthusiastic. She received nice letter from Peter Murphy, President and CEO of IAPD, thanking the Park District for hosting the event. This was the highest turnout in the last five years. IAPD staff appreciated the District's support in setting up the event. Hosting the event was an excellent opportunity for the District.
- 2) Missed the Tuesdays in the Park concert and opening Farmer's Market. Thank you to everyone for all you do.

PRESIDENT'S REPORT

- 1) Attended the IAPD Golf event. Thank you to staff for the successful event.
- 2) Despite the air conditioning issue at Heritage Oaks Golf Club, she was able to host her parent's 80th birthday party. Everyone did a great job and many compliments were received from guests.
- 3) Cedar Lane Tot Lot looks beautiful and people in neighborhood are complementing the amenity update.
- 4) Her daughter is working at Skate & Dance Camp and it is going well. Everyone is having a good time.
- 5) Thank you to staff for getting Adventure Campus information posted. The community needed the update.

NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, July 27, 2022 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 7:28pm. Commissioner Chambers 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