



# 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 Wednesday, July 27, 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 Chambers, Curin, Simon and Ziering

Commissioner Absent: Commissioner Schyman

Officer Present: Secretary Hamer; Assistant Secretary Peterson

Staff Present: Directors Baron, Bozarth, Leiner, Loftus, and Tokar; Specialist Scharp; Parks Division Manager Meyer

Staff Absent: Director Scovic

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 Ziering seconded the motion.

*Roll Call:* President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Curin, 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 July 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 Chalem called for any changes to the Consent Agenda. Hearing none, Commissioner Chambers made a motion to approve the Consent Agenda. Commissioner Curin seconded the motion.

V.62. Approval of Regular Board Meeting Minutes of June 22, 2022

**Motion:** I move to approve the June 22, 2022 Regular Board Meeting Minutes.

V.63. Approval of June 2022 Vouchers

**Motion:** I move to approve the June 2022 Vouchers in the amount of \$1,709,408.50.

V.64. Approval of Williamsburg Square Park Playground Equipment

**Motion:** I move to approve the two Williamsburg Square Park Playground Play Equipment design concepts provided by Play Illinois LLC/Burke and NuToys Leisure Products/Landscape Structures to be made available to the public for voting.

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V.65. Approval of Chalet Roof Replacement, OMNIA Proposal 25-IL-220574

**Motion:** I move to approve the Chalet Roof Replacement in the amount of \$24,216 and a \$15,000 allowance for a total amount of \$39,216 to Garland/DBS, Inc. of Cleveland, Ohio.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## ACTION ITEMS

VI.66. Approval of Board Appointment - Treasurer

**Motion:** Commissioner Chambers moved to approve the appointment of Michael Tokar, Director of Finance & Technology as the Board Treasurer. Commissioner Simon seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

VI.67. Approval of Updating Authorized Signers at Northbrook Bank & Trust Company

**Motion:** Commissioner Chambers moved to authorize the removal of Terah Bozarth, Director of Human Resources & Risk Management as an authorized signer and add Michael Tokar, Director of Finance & Technology as an authorized signer on the Park District accounts at Northbrook Bank & Trust Company. Commissioner Simon seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

INFORMATIONAL /VERBAL UPDATES – None

NEW BUSINESS – None

UNFINISHED BUSINESS – None

## EXECUTIVE DIRECTOR'S REPORT

- 1) Tuesdays in the Park rescheduled two July concerts. Scribble Monster and Rhythm Rockets will perform on Tuesday, August 16 and Dancing Queen will be held on Tuesday, August 23.
- 2) The JT Compher Stanley Cup event was held at the Sports Center on July 15. Approximately 750 people attended the community event. Park District staff pulled together to provide an outstanding experience for the Compher family. Multiple media outlets were present. Thank you to Commissioner Simon for speaking on behalf of the Board. Donations for a photo with JT benefited the Youth Services of Glenview/Northbrook, raising about \$10,000 to date. The Compher family hosted a private event at Heritage Oaks Golf Club later in the day. Approximately 200 invited guests attended. Staff at the Acorn Grill + Terrace did an excellent job. The Compher family was overwhelmed and grateful for the efforts of the staff.
- 3) Communication was sent to pool patrons that operational hours at both pools will not be affected by Lollapalooza this weekend. The communication also informed that post season hours will go into effect on August 15 after the Sports Center Pool closes.
- 4) The Park District will host the Northbrook Police Department's National Night Out at the Meadowhill Aquatic Center on August 2 from 6-9pm.

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- 5) Adventure Campus recruitment efforts have helped to remove families off of the waitlist. Director Loftus and her team have been in communication with all of the school districts to attract school personnel to fill the critical time immediately after school dismissal.
- 6) Outdoor pickleball rentals at Meadowhill Park on the hockey rink will be available starting August 1 through September 28 on Mondays and Wednesdays from 6-10pm.
- 7) LED light retrofits continue throughout the District. Contractors from Lead Electric are onsite installing new lighting at the Driving Range.
- 8) Contractors from Landworks have completed Phase II of the Wood Oaks Green Park Shoreline Restoration project and have now moved on to Phase III.
- 9) Cedar Lane Tot Lot playground renovation is nearing completion. The equipment manufacturer has certified the installation of the equipment and the project is on schedule for the grand opening on Wednesday, August 10 from 5-6pm.
- 10) Parks staff have spent considerable time managing weeds and invasive species in the prairie area west of the Techny Prairie Activity Center.
- 11) Contractors from Liebold Irrigation made an emergency repair to a broken 4-inch irrigation line on hole #4 of the Legacy 9 course.
- 12) The Marketing & Communication Division has been busy supporting marketing requests from all Divisions.
- 13) On July 13, Heritage Oaks Golf Club was the qualifying site for the U.S. Senior Amateur and the U.S. Senior Women's Open. Director Baron received positive feedback from players.
- 14) On July 22, the Acorn Grill + Terrace hosted the second Live Music event of the year. Over 100 patrons filled the Terrace to listen to the very popular Mike Jansen. The next Live Music event will be held on August 26 again featuring Mike Jansen.
- 15) The Finance & Technology Division staff have been involved in cross training activities. The Team has been developing the 2023 Budget templates. The Technology Department has updated Incode and a new server upgrade is underway.
- 16) On July 19, the rescheduled Rubber Ducky Race was held at Village Green Park. Rotary had high praise for Trades Manager Vest and his team.
- 17) On July 20, Executive Director Hamer attended the Northbrook Officials luncheon.
- 18) On July 26, the Park District hosted the ComEd Energy Efficiency Grant Program announcement at Heritage Oaks Golf Club in the Brook Room. Thank you to Director Leiner for bringing the program forward and to President Chalem for your remarks during the program. Thank you to Vice President Goodman and Commissioners Chambers, Schyman and Simon for attending.
- 19) Party on the Green will be held on Saturday, August 13 starting at 4pm. Music provided by Wedding Banned will begin at 5pm. At dusk the movie *Encanto* will be shown. Food and drink will be available for purchase. Games, giveaways and a vendor fair will be offered.
- 20) Northbrook Brewfest will be held on Saturday, September 10 from 2-6pm at Village Green Park. Tickets may be purchased online.

## COMMISSIONER REPORTS

### Vice President Goodman

- 1) Attended the JT Compher event and it was awesome.
- 2) Thank you for making great progress on Adventure Campus.
- 3) The tragedy on 4<sup>th</sup> of July impacted everyone in a variety of ways. Thank you to staff who participated in our parade set-up and pivoting quickly to break it down. Thank you to the whole team for your leadership.

### Commissioner Simon

- 1) Attended the JT Compher event. Thank you for allowing me to speak at the event. Staff did an amazing job.

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- 2) Attended the ComEd Energy Efficiency Grant program and the event was very nice.
- 3) Will not be able to attend the Northbrook Grand Prix.
- 4) Golf course is looking good.

## Commissioner Curin

- 1) Attended the JT Compher event with his family. Staff was wonderful, thank you to everyone.
- 2) Thank you to Director Leiner and Director Loftus for all of your assistance in planning for the Northbrook Grand Prix at Village Green Park. The Grand Prix will be held on Thursday, July 28. The course is short and tight and should make for great racing. Commissioners engaged in a question and answer session.

## Commissioner Ziering

- 1) Attended the golf qualifying events at Heritage Oaks. He received positive feedback about the facility and course. The District succeeded in building an impressive facility.

## Commissioner Chambers

- 1) Attended the Rubber Ducky Race and the Tuesdays in the Park concert. Turnout was very good.
- 2) Attended the ComEd Energy Efficiency Grant announcement program. It was a nice event.

## PRESIDENT'S REPORT

- 1) Attended the Liberty Loop and Lap which was a great start to the 4<sup>th</sup> of July activities. Thank you to staff for all of your efforts and hard work.
- 2) Was unable to attend the JT Compher event. Thank you to Commissioner Simon for representing the Board. Also thank you to staff. She heard many residents talking about the event.
- 3) Very cute Facebook post about a girl getting into Adventure Campus.
- 4) Her nephew just applied for a job and to work with Athletics Manager Shea. He will be monitoring pickleball at Meadowhill Park.
- 5) The ComEd Energy Efficiency Grant announcement was a cool event. Thank you to Director Leiner for bringing the program to us.

## NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, August 24, 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 Ziering made a motion to adjourn the Regular Board Meeting at 7:33pm. 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