



NOT POSTED

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, August 24, 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, Schyman and Ziering

Commissioner Absent: Commissioner Simon

Officer Present: Secretary Hamer; Treasurer Tokar; Assistant Secretary Peterson

Staff Present: Directors Baron, Leiner, Loftus and Scovic; Specialist Scharp; Parks Division Manager Meyer; Business Manager Drahos

Staff Absent: Director Bozarth

RECOGNITION OF VISITORS

Lenore Bernstein, Northbrook Resident (left at 7:09pm)

Ms. Bernstein addressed the Board one year ago to discuss Senior Center fitness classes. She thanked the Board for responding and the follow-up communication. Ms. Bernstein also thanked staff for including the Senior Center Advisory Council in the selection of the new Recreation Supervisor. Members very much appreciated being included and enjoyed being involved in the process. She noted that Recreation Supervisor Gabriel-Galan has been a great addition to the senior community. Ms. Bernstein is a member of Techny Prairie Activity Center (TPAC), participates in a few classes and likes the content and instructors. Five to six female seniors have migrated over to TPAC aged 75-88 along with a few men in their 60's. Several seniors have not joined TPAC due to level of activity and the cost. A written request was presented to the Board and signed by thirty-two Senior Center members requesting to have more fitness classes added to the Leisure Center programming. Many members formerly participated in Sit and Be Fit and Joints in Motion and hope for a return of these types of classes and other therapeutic type of physical activity suited to the senior population. President Chalem thanked Ms. Bernstein for her comments.

APPROVAL OF AGENDA

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

Roll Call: President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Curin, Commissioner Schyman 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 August 18, 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

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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.68. Approval of Regular Board Meeting Minutes of July 27, 2022

Motion: I move to approve the July 27, 2022 Regular Board Meeting Minutes.

V.69. Approval of July 2022 Vouchers

Motion: I move to approve the July 2022 Vouchers in the amount of \$729,624.12.

V.70. Approval of Elimination of the COVID-19 Vaccination Policy

Motion: I move to approve the elimination of the COVID-19 Vaccination Policy.

V.71. Approval of Expenses – Board of Commissioner per Ordinance 17-O-1 Travel Expense Control Act

Motion: I move to approve travel expenses for Commissioner Chambers to attend the Illinois State Fair on August 20, 2022, as part of her IAPD Trustee responsibilities.

V.72. Approval of Williamsburg Square Park Concept Plan

Motion: I move to approve the Williamsburg Square Park Phase I OSLAD Concept Plan provided by Hitchcock Design Group of Naperville, Illinois to be made to the public for comment.

V.73. Approval of Oaklane Park Professional Services Agreement with Hitchcock Design Group

Motion: I move to approve the Professional Services Agreement for the improvements at Oaklane Park with Hitchcock Design Group of Naperville, Illinois for a fee of \$89,000 and an amount not to exceed of \$2,500 for Reimbursable Expenses.

V.74. Approval of Indian Ridge Park Basketball Court Replacement, Bid #2228

Motion: I move to approve the Indian Ridge Park Basketball Court Replacement, Bid #2228, base bid in the amount of \$108,000 from Continental Construction Company, Inc. of Evanston, Illinois.

V.75. Concurrence with the IDOT De Minimis Request for Meadowhill Park

Motion: I move to concur with the IDOT De Minimis finding for the .15 acres of Meadowhill Park for the purpose of adding a northbound left turn lane on IL-43.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

ACTION ITEMS

VI.76. Approval of Resolution 22-R-2 OSLAD Grant Application for Williamsburg Square Park Renovation

Motion: Commissioner Curin moved to approve Resolution 22-R-2, Open Space Land Acquisition and Development (OSLAD) Grant Application authorization for the Williamsburg Square Park Renovation project. Commissioner Ziering seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

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VI.77. Approval of Multi-Bank Securities, Inc. Non-Corporate Resolution

Motion: Commissioner Schyman moved to approve Michael Tokar, Director of Finance & Technology, as an authorized designee on the Northbrook Park District investment account held with Multi-Bank Securities (MBS), Inc. Commissioner Chambers seconded the motion.

Roll Call: President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Curin, Commissioner Schyman 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) Currently 355 students are participating in Adventure Campus. As of August 24, there were 39 students on the waitlist, but the District will likely be able to accommodate another ten students by the end of next week. The remaining 29 students on the waitlist are primarily at Hickory Point Elementary School in the afternoon program. Adventure Campus staffing has increased to 55 staff members. To accommodate the remaining waitlist, the District will need one more staff member at three sites.
- 2) Flag Football practices start this weekend at Wescott School. The program has six teams with 70 1st and 2nd grade athletes participating.
- 3) Soccer for Pre-K through 6th grade also starts this weekend. The program has a total of 90 teams and 766 players plus 41 on the waitlist.
- 4) Dan Catron started August 24 as the Recreation Supervisor in Athletics. Dan was a full-time employee at the Sports Center prior to the pandemic.
- 5) On August 3, the Park District hosted the Northbrook Police Department's National Night Out at Meadowhill Aquatic Center.
- 6) Party on the Green was held on Saturday, August 13 and was wildly successful. Approximately 1,000 people were in attendance throughout the excellent event. It was very exciting to see Village Green Park filled with families.
- 7) Tuesdays in the Park concerts were held on August 16 and 23. These concerts were postponed from July due to the tragedy in Highland Park.
- 8) The Kids' Duathlon was held on August 19 at Meadowhill Park and the Velodrome.
- 9) Approximately 75 young actors auditioned for *Newsies, Jr.* this week. Performances are scheduled for October.
- 10) The 4th of July fireworks have been rescheduled to Saturday, September 3. Staff are working through the details with the Village for viewing at Meadowhill Park and Techny Prairie Park and Fields. Commissioners engaged in a question and answer session.
- 11) Brewfest will be held on Saturday, September 10 at Village Green Park. To date 392 tickets have been sold for the event.
- 12) Touch-a-Truck will be held on September 17 from 10am-12pm. The event will be held at UL.
- 13) Super Senior Day is coming to the Leisure Center on August 30 from 10am-2pm. The Illinois Secretary of State's office will be providing several services.
- 14) On August 10, the Pop-Up Playground Cedar Lane Tot Lot Grand Opening event was held. Approximately 200 people attended. Thank you to Vice President Goodman for saying a few words and to Commissioners Curin, Simon and Ziering for attending. It was great to see so many neighbors come out.
- 15) Eight staff members attended a snowplow safety and instruction course provided by the Northeastern Illinois Public Safety Training Academy (NIPSTA).

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- 16) Maintenance sealcoating continues throughout the District. Village Green, Techny Prairie Park and Fields walking paths, Greenview Park, Heritage Oaks Golf Club maintenance and Coast Guard Park have been completed.
- 17) Work continues on the Meadowhill Park playground. Installation of the new turf safety surface started in mid-August.
- 18) LED lighting retrofit has been completed at Techny Prairie Park and Fields and installation began in B Rink at the Northbrook Sports Center today.
- 19) The District hosted the Northbrook Communicators Group meeting at Heritage Oaks Golf Club on August 11. The group is composed of marketing and communications professionals from the Park District, Village, Library, Township, Chamber and school districts. This was the first in-person meeting since the pandemic. The group will continue to meet quarterly to share communication issues and provide cross-promotional efforts and shared messaging.
- 20) M&C staff hosted marketing tables at Tuesdays in the Park, Cedar Lane Tot Lot Pop-Up Playground Party and Party on the Green. The purpose of these community outreach opportunities is to share information about upcoming events and programs while growing our email list through free prize drawings.
- 21) This District submitted four award applications to the IAPD Best of the Best Awards program. The gala is scheduled for October 14 at Chevy Chase Country Club in Wheeling. We will keep the Board informed on any awards received.
- 22) Live Music on the Terrace will be held on August 26 from 6-9pm featuring the very popular Mike Jansen.
- 23) On August 15, the Heritage Oaks Golf Club celebrated the one-year anniversary of reopening to the public. We have had over 54,000 players tee off and the range has sold over 30,000 buckets producing over 2.1 million strokes tracked by TrackMan Range.
- 24) On August 22, the Finance Division held budget kick off and training meetings.
- 25) The Technology Department is working on server updates and adding additional storage backup in the cloud. Two primary servers have been completely upgraded.
- 26) On August 9, the End of Summer Picnic and Sharing the Vision! Meeting were held under the tent at the Leisure Center. Staff enjoyed a catered BBQ lunch, lawn games and prizes.
- 27) On August 11, full-time staff attended the Chicago Dogs baseball game at Impact Field.
- 28) On August 16, the Senior Leadership Team held a 2023 Capital Improvement Plan workshop at Rosewood Interpretive Center in Highland Park.
- 29) On August 17, Executive Director Hamer and Directors Loftus and Scovic attended Toast the Women of Rotary event.
- 30) Shermerfest will be held on Sunday, September 18 at Village Green Park from 12-4pm.
- 31) The District will host two Williamsburg Square Park Community Open House meetings. The first will be held on September 7 at Techny Prairie Activity Center in the Prairie Room from 6-7pm and the second will be held on September 8 at Heritage Oaks Golf Club in the Brook Room from 6-7pm.

COMMISSIONER REPORTS

Vice President Goodman

- 1) Cedar Lane Tot Lot grand opening event was great. The turnout was fantastic.
- 2) The Salceda North neighborhood held a get together in the park. The event was a wonderful reminder of how important the neighborhood parks are.
- 3) Adventure Campus parents are very grateful to have their childcare plans in place. Efforts by staff solved a big problem for the community.
- 4) Bluehawk hockey is starting.
- 5) Northbrook Days event was good. He would like to think through how the District could better support and partner with Civic in future events.

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Commissioner Schyman

- 1) No report.

Commissioner Curin

- 1) The Northbrook Grand Prix was held on July 28. Thank you to Directors Loftus and Leiner for all of their hard work and the use of Village Green. The race was pretty successful. Park District staff did a very nice job and the Park was beautiful. Thank you to Commissioner Ziering for being a crossing marshall.

Commissioner Ziering

- 1) Attended the Cedar Lane Tot Lot grand opening. There is nothing more gratifying than opening a park. Neighbors do love their parks. It was an awesome event.
- 2) Will not be attending Brewfest in September. The upcoming event is a great example of how the District can program Village Green Park if we do not have Northbrook Days. It is very cool to see activities in the Park.
- 3) Is enjoying golfing at Heritage Oaks. The article about Heritage Oaks Golf Club in the *Chicago Golf* magazine was very cool.

Commissioner Chambers

- 1) Attended National Night Out and it was well attended and fun. Senator Julie Morrison, Chief Kennedy and Village Trustees also attended. It was fun to see the pool staff engaging with people on the pool deck.
- 2) Attended the Illinois State Fair and staffed the Illinois Association of Park District's booth. It was a very nice event. Commissioner Chambers thanked the Board for supporting her participation.

PRESIDENT'S REPORT

- 1) Was unable to attend the Cedar Lane Tot Lot grand opening but heard it was great event. The Park looks nice and everyone is enjoying the new playground.
- 2) President Chalem and Director Hamer met with the Director and President of the YMCA. The meeting was positive and staff is looking forward to a good working relationship. Vice President Goodman thanked President Chalem and Executive Director for holding the meeting.

NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, September 28, 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 Chambers made a motion to adjourn the Regular Board Meeting at 7:35pm. Commissioner Curin 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