



Board of Park Commissioners Special Board Meeting Minutes

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

MINUTES of the Special Board Meeting of the Northbrook Park District Board of Commissioners held Wednesday, November 16, 2022 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Chalem called the Special Board Meeting to order at 6:30pm.

Commissioners Present: President Chalem; Vice President Goodman; Commissioners Chambers, Curin (arrived at 6:34pm), Schyman, Simon and Ziering

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

Staff Present: Directors Baron, Bozarth, Leiner, Loftus and Scovic; Specialist Scharp; Parks Division Manager Meyer; Business Manager Drahos; Facilities & Fleet Manager Truhlar; Trades Manager Vest; Senior Systems Administrator Smith; Project Manager Wrobel; Administrative Assistant Taylor

RECOGNITION OF VISITORS – None

APPROVAL OF AGENDA

President Chalem called for any changes to the Agenda. Commissioner Chambers made a motion to approve the Agenda. Commissioner Simon 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 – None

ACTION ITEMS

V.97. Approval of October 2022 Voucher Report

Motion: Commissioner Schyman moved to approve the October 2022 Vouchers in the amount of \$553,138.95. 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

V.98. Approve the Auditing Service Engagement with Lauterbach & Amen, LLC

Motion: Commissioner Schyman moved to approve the continued Auditing Service Engagement with Lauterbach & Amen, LLP of Naperville, Illinois. 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

NORTHBROOK PARK DISTRICT

V.99. Approval of Truth-in-Taxation Resolution 22-R-3

Motion: Commissioner Schyman moved to approve Truth-in-Taxation Resolution 22-R-3, determining the amounts of money exclusive of debt service and election costs estimated to be necessary to be raised by taxation. 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

V.100. Approval of Consulting Services for Diversity, Equity and Inclusion

Motion: Commissioner Schyman move to approve an amount not to exceed \$68,0000 during 2023 to hire Equality Institute of Chicago, Illinois to work with the District to provide Diversity, Equity and Inclusion (DEI) consulting services. Commissioner Chambers seconded the motion.

President Chalem called for discussion. Commissioner Chambers expressed that it is important to have buy-in from all new Commissioners to set up success for the consultants and staff. She believes it is best to delay Commissioner interviews until after new Board members are sworn in. Commissioners engaged in a question and answer session. President Chalem called for additional discussion. Hearing none, President Chalem called for the Roll Call vote.

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

Motion Passed: 6 ayes; 0 nays; 1 present

V.101. Approval of 2023 Staff and Participant Apparel, Bid #2238

Motion: Commissioner Schyman moved to approve the award of the 2023 Staff and Participant Apparel, Bid #2238 for an overall total of \$39,060.12 to Sunburst Sportswear of Glendale Heights, Illinois. Commissioner Chambers seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

V.102. Approval of Well Maintenance and Repairs, Bid #2237

Motion: Commissioner Curin moved to approve the Well Maintenance and Repairs, Bid #2237 for the Base Bid in the amount of \$163,590 and authorize Executive Director Hamer to accept the Allowance Schedule, Alternate #1 and Alternate #2 in an amount not to exceed \$320,148 to address conditions as warranted at the unit rates provided from Water Well Solutions Illinois, LLC of Elburn, Illinois. Commissioner Simon seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

NORTHBROOK PARK DISTRICT

V.103. Approval of Stonegate Park Playground Equipment Purchase

Motion: Commissioner Curin moved to approve the Stonegate Park Playground Equipment purchase in the amount of \$199,565 for the BCI Burke Company playground equipment proposal #129-157634-1 from Play Illinois LLC/Burke of Westmont, Illinois through the Equalis Group Cooperative Purchasing Network. Commissioner Simon seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

V.104. Approval of Countryside Park Playground Equipment Purchase

Motion: Commissioner Curin moved to approve the Countryside Park playground equipment purchase in the amount of \$99,543 for the BCI Burke Company playground equipment proposal #129-153285-4R from Play Illinois LLC/Burke of Westmont, Illinois through the Equalis Group Cooperative Purchasing Network. Commissioner Simon seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

INFORMATIONAL /VERBAL UPDATES – None

NEW BUSINESS – None

UNFINISHED BUSINESS – None

EXECUTIVE DIRECTOR’S REPORT – None

PRESIDENT’S REPORT – None

NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, December 14, 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 6:55pm. 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