



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 on Wednesday, February 22, 2023 in the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL

President Chalem called the Public Hearing to order at 7:00pm.

Commissioners Present: President Chalem; Vice President Goodman; Commissioners Chambers and Schyman

Commissioners Absent: Commissioners Curin, Simon and Ziering

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

Staff Present: Directors Leiner, Loftus and Scovic; Digital Marketing Strategist Noens; Graphic Design & Brand Specialist Cinquegrani; Marketing Assistant Stone

Staff Absent: Director Baron

RECOGNITION OF VISITORS

Edward Chao, Northbrook resident

APPROVAL OF AGENDA

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

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

Motion Passed: 4 ayes; 0 nays; 3 absent

CONDUCT OF PUBLIC HEARING CONCERNING 2023 BUDGET AND APPROPRIATIONS

President Chalem opened the Public Hearing on the 2023 Budget and Appropriations proposed tax levy increase for the Northbrook Park District. No written comments or questions were received. With all persons desiring to be heard having been given an opportunity to present oral and written testimony regarding the 2023 proposed Combined Budget and Appropriations of Funds for the Northbrook Park District, President Chalem requested a motion to adjourn the Hearing. Commissioner Chambers made a motion to close the 2023 Budget and Appropriations Public Hearing. Commissioner Schyman seconded the motion.

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

Motion Passed: 4 ayes; 0 nays; 3 absent

President Chalem closed the Public Hearing on the 2023 Budget and Appropriations at 7:02pm.

CALL TO ORDER AND ROLL CALL

President Chalem called the Regular Board Meeting to order at 7:02pm.

Commissioners Present: President Chalem; Vice President Goodman; Commissioners Chambers and Schyman

NORTHBROOK PARK DISTRICT

Commissioners Absent: Commissioners Curin, Simon and Ziering

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

Staff Present: Directors Leiner, Loftus and Scovic; Digital Marketing Strategist Noens (left at 7:11pm); Graphic Design & Brand Specialist Cinquegrani (left at 7:11pm); Marketing Assistant Stone (left at 7:11pm)

Staff Absent: Director Baron

RECOGNITION OF VISITORS

Edward Chao, Northbrook resident

APPROVAL OF AGENDA

President Chalem requested a motion be made to move into Closed Session after the President's Report.

Commissioner Schyman made a motion to amend the Agenda to move into Closed Session after the President's Report To Discuss The Purchase of Real Property For The Use Of The Public Body, Including Meeting Held For The Purpose Of Discussing Whether A Particular Parcel Should Be Acquired. 5ILCS 120/2 (c)(5). Commissioner Chambers seconded the motion.

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

Motion Passed: 4 ayes; 0 nays; 3 absent

RECOGNITION OF IAPD/IPRA CONFERENCE AWARDS

President Chalem congratulated Executive Director Hamer on being named the 2023 IPRA Professional of the Year. The award was presented during the Awards Luncheon at the IAPD/IPRA Soaring to New Heights Conference on January 27. Executive Director Hamer expressed that it is an honor to receive the award and she is appreciative of the support from the Board and staff.

The Agency Showcase Competition is a marketing contest for parks and recreation agencies recognizing excellence in marketing and communications is held at the IAPD/IPRA Soaring to New Heights Conference. There are a variety of categories from print collateral to logo design to marketing campaigns. This year the District's Marketing and Communications Division earned three first-place awards, four third place ribbons, second place in the Agency Showcase and the People's Choice Award for the Adventure Campus campaign. President Chalem recognized Director Scovic, Digital Marketing Strategist Noens, Graphic Design Brand Specialist Cinquegrani and Marketing Assistant Stone on this achievement. Thank you for all your hard work to share this information with the community in a very professional and effective manner.

BOARD COMMITTEE REPORT – 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 February 16, 2023 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 Schyman seconded the motion.

VI.11. Approval of Regular Board Meeting Minutes of January 24, 2023

Motion: I move to approve the January 24, 2023 Board Meeting Minutes.

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VI.12. Approval of January 2023 Voucher Report

Motion: I move to approve the January 2023 Vouchers in the amount of \$852,270.02.

VI.13. Approval of Countryside Park and Stonegate Park Playground Replacement, Bid #2239 (PP)

Motion: I move to approve the Countryside Park Playground Replacement Base Bid, Stonegate Park Playground Replacement Base Bid and Stonegate Park Alternate #1, Bid #2239 to Hacienda Landscaping, Inc. of Minooka, Illinois in the amount of \$351,002.50.

VI.14. Approval of Stonegate Park Playground: Synthetic Turf, Bid #2241 (PP)

Motion: I move to approve the Stonegate Park Playground: Synthetic Turf, Bid #2241 Base Bid in the amount of \$150,200.00 from Perfect Turf, LLC. of Rolling Meadows, Illinois.

VI.15. Approval of Stonegate Park Site Lighting and Electrical Upgrades, Bid #2242 (PP)

Motion: I move to approve the Stonegate Park Site Lighting and Electrical Upgrades, Bid #2242 Base Bid in the amount of \$171,554.00 from Jasco Electric of McHenry, Illinois.

VI.16. Approval of District Asphalt, Sealcoating and Repair, Bid #2243 (PP)

Motion: I move to approve District Asphalt Sealcoating and Replacement, Bid #2243 Base Bid #1 and Base Bid #2 to the lowest responsible bidder, Patriot Pavement Maintenance of Wheeling, Illinois in the amount of \$125,532.00 and Base Bid #3 to Advantage Paving Solutions, Inc. of Joliet, Illinois in the amount of \$239,876.90.

VI.17. Approval of Heritage Oaks Golf Club: Golf Car Corral Fencing, Bid #2244 (PP)

Motion: I move to approve the Heritage Oaks Golf Club: Golf Car Corral Fencing, Bid #2244 from Peerless Fence of St. Charles, Illinois in the amount of \$46,610.00.

VI.18. Approval of Oaklane Park Playground Equipment Purchase (PP)

Motion: I move to approve the Oaklane Park playground equipment purchase in the amount of \$89,065.99 for the Little Tikes playground equipment proposal #R0309232029 from PlayPower LT Farmington, Inc. of Monett, Missouri through the Sourcewell Cooperative Purchasing Network.

VI.19. Approval of Professional Services Agreements with FGMArchitects – Meadowhill Aquatic Center (PP)

Motion: I move to approve the Professional Services Agreement with FGMArchitects of Oak Brook, Illinois for architectural services for updates and repairs at the Meadowhill Aquatic Center for a fee of \$173,000 and an amount not to exceed \$8,000 for Reimbursable Expenses for a total amount of \$181,000.

Motion: I move to approve the Professional Services Agreement with FGMArchitects of Oak Brook, Illinois for architectural services for the development and submission of FY2024 Open Space Lands Acquisitions and Development (OSLAD) Grant for Meadowhill Aquatic Center for a fee of \$30,000 and an amount not to exceed \$1,000 for Reimbursable Expenses for a total amount of \$31,000.

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

Motion Passed: 4 ayes; 0 nays; 3 absent

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ACTION ITEMS

VI.20. Approval of Ordinance 23-O-2, Budget and Appropriation (AF)

Motion: Commissioner Schyman moved to approve Ordinance 23-O-2, an Ordinance making a Combined Annual Budget and Appropriation of Funds for the Northbrook Park District for the fiscal year beginning January 1, 2023 and ending December 31, 2023. Commissioner Chambers seconded the motion.

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

Motion Passed: 4 ayes; 0 nays; 3 absent

INFORMATIONAL /VERBAL UPDATES – None

NEW BUSINESS – None

UNFINISHED BUSINESS – None

EXECUTIVE DIRECTOR'S REPORT:

- 1) The watermain break repair at the Leisure Center has been completed. The facility was closed for one day.
- 2) The driving range nets have ripped due to recent weather. An insurance claim has been submitted to PDRMA.
- 3) Auditors have been onsite this week and the audit is going well.
- 4) The annual PDRMA HELP Today Workshop is being hosted at Techy Prairie Activity Center. Several Northbrook Park District staff members are participating along with other districts from the area.
- 5) A bilingual advertisement for Parks Department open positions was delivered to the Post Office.
- 6) Executive Director Hamer thanked the Commissioners for the opportunity to attend the 2023 IAPD/IPRA Soaring to New Heights Conference in Chicago. Staff appreciates the educational opportunity.

COMMISSIONER REPORTS

Commissioner Chambers

- 1) Attended the IAPD/IPRA Soaring to New Heights Conference. Congratulations to Executive Director Hamer.
- 2) Attended the Joint Legislative Breakfast with Vice President Goodman.
- 3) Discussed proposed legislation to make OSLAD funds unsweepable.

Commissioner Schyman

- 1) Congratulations to Executive Director Hamer. He was sorry that he missed conference. Every year the District wins some type of an award at Conference. Great job from the staff.

Vice President Goodman

- 1) Enjoyed attending his first IAPD/IPRA Conference. Congratulations to Executive Director Hamer and Director Scovic.
- 2) Attended his first Joint Legislative Breakfast. He is appreciative of Commissioner Chambers and her professional relationships.

PRESIDENT'S REPORT

- 3) Congratulations to Executive Director Hamer and Director Scovic. It was great to spend time with staff at Conference.

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CLOSED SESSION

President Chalem called for a motion to move into Closed Session to discuss the To Discuss The Purchase of Real Property For The Use Of The Public Body, Including Meeting Held For The Purpose Of Discussing Whether A Particular Parcel Should Be Acquired. 5ILCS 120/2 (c)(5). Commissioner Chambers made a motion to move into Closed Session. Commissioner Schyman seconded the motion.

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

Motion Passed: 4 ayes; 0 nays; 3 absent

Moved into Closed Session at 7:22pm
Reconvened in Open Session at 8:55pm

NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be a Regular Board Meeting on Wednesday, March 22, 2023 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 8:02. Vice President 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