



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, April 17, 2024 in the Leisure Center Little Theatre, 3323 Walters Avenue, 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, Chao, Schyman and Silverman

Commissioner Absent: Commissioner Kumar

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

Staff Present: Directors Baron, Kim, Loftus, Olas and Scovic; Business Manager Drahos; Head PGA Professional Billiter; Superintendent of Parks & Golf Maintenance Meyer

Guests: Todd Quitno and Mike Benkusky, Quitno Golf Designs

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 Silverman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

INFORMATIONAL ITEMS / VERBAL UPDATES

Golf Course Architect Presentation

Executive Director Leiner provided an update on the Request for Qualifications process for the Golf Course Architect. The team conducted several interviews and invited Quitno Golf Designs to present information about themselves and the company. Todd Quitno, principal and founder of Quitno Golf Designs, and Mike Benkusky of MJB Golf Design will collaborate on this project. Mr. Quitno and Mr. Benkusky provided information on their team, experience and golf course design approach. Commissioners engaged in a question-and-answer session. President Chalem thanked them for attending tonight's meeting.

BOARD COMMITTEE REPORT

Commissioner Schyman and Commissioner Silverman presented the Board Officer nomination slate for 2024-2025. Lisa Chalem was nominated for President and Mike Goodman was nominated for Vice President.

CONSENT AGENDA

President Chalem announced that the matters listed for consideration on the Consent Agenda had been discussed previously by the Board of Commissioners at the April 8, 2024 Committee Meetings and there was unanimous agreement 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

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for any additional changes to the twice-amended Consent Agenda. Hearing none, Commissioner Chambers made a motion to approve the twice-amended Consent Agenda. Commissioner Silverman seconded the motion.

VI.20. Approval of Regular Board Meeting Minutes of March 20, 2024

Motion: I move to approve the March 20, 2024 Board Meeting Minutes.

VI.21. Approval of Closed Session Minutes of March 20, 2024

Motion: I move to approve the Closed Session Minutes of March 20, 2024

VI.22. Approval of March 2024 Voucher Report

Motion: I move to approve the March 2024 Vouchers in the amount of \$861,499.71.

VI.23. Approval of HVAC Services, Bid #2254

Motion: I move to approve HVAC Services – All Buildings, Bid #2264 to The Stone Group of Chicago, Illinois in the amount of \$68,424.00 for three years.

VI.24. Approval of HVACR Services – Ice Refrigeration Equipment: Northbrook Sports Center, Bid #2265

Motion: I move to approve HVACR Services – Ice Refrigeration Equipment: Northbrook Sports Center, Bid #2265 to PremiStar - North of Wood Dale, Illinois in the amount of \$80,988.00 for three years.

VI.25. Approval of District Asphalt, Paving, Sealcoating & Repairs (FY 2024), Bid #2266

Motion: I move to approve the District Asphalt, Paving, Sealcoating & Repairs, Bid #2266 to Pavement Systems, Inc. of Blue Island, Illinois in the amount of \$43,799.00.

VI.26. Approval of Professional Services Agreement with Wight & Company – Leisure Center Renovation

Motion: I move to approve the Professional Services Agreement with Wight & Company of Darien, Illinois for Architectural Services at the Leisure Center (LC) for a fixed fee of \$615,000.00 for base design services, fixed fee of \$10,000.00 for Village Variance process for monument signage, and Reimbursable Expenses in the amount not to exceed \$20,000.00, for a total amount of \$645,000.00.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

ACTION ITEM

VII. 27. Adoption of Intergovernmental Agreement between the Northbrook Park District and West Northfield School District 31 for Turf Maintenance Services in exchange for use of School Property

Motion: I move to adopt the Intergovernmental Agreement between the Northbrook Park District and West Northfield School District 31 for Turf Maintenance Services in exchange for use of School Property, pending the Board of Education's adoption without changes on April 25, 2024.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

NEW BUSINESS – NONE

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UNFINISHED BUSINESS

Golf Course Architect Presentation

Commissioners engaged in a discussion session to review the Golf Course Architect presentation. The Board provided consensus for staff to engage in contract negotiations with Quitno Golf Designs.

EXECUTIVE DIRECTOR'S REPORT

- 1) IMRF Training and the Sharing the Vision! Meeting was held on Thursday, April 11. Ninety staff members attended.
- 2) With the beautiful weather this past weekend, over 800 rounds were played at Heritage Oaks Golf Club. The Practice Range was also very busy with golfers waiting for a hitting bay.
- 3) The Village of Northbrook held Student Government Day on Thursday, April 11. The Park District was represented by Executive Director Leiner and Directors Baron, Kim and Olas. Staff worked with four students on project in preparation for a mock Board presentation.
- 4) Northbrook Theatre for Young Audiences *Across the Sand, A Passover Theatrical Experience* opens on April 18 with performances through April 28. Please see the District website for additional information.
- 5) The Summer Guide has been delivered to residents. Resident registration opens on Wednesday, April 24.
- 6) Northbrook-On-Ice Skate to Paradise will be held May 10-12 with a sensory friendly performance on May 9.
- 7) The asphalt project is underway at the Joe Doud Administration Building and the Leisure Center.
- 8) The Chamber Annual Golf Outing will be held on Friday, June 14 at Heritage Oaks Golf Club.
- 9) Executive Director Leiner attended the Glenbrook/Northbrook Leadership Partners meeting on April 10.
- 10) Executive Director Leiner attended the Chamber meeting on April 11.
- 11) Pool membership passes will be automatically updated. Thank you to Director Scovic for the tagline "Swim more in 2024!"

COMMISSIONER REPORTS

Commissioner Chambers

- 1) No report.

Commissioner Chao

- 1) Thank you to staff for the soccer and baseball field preparations. He is looking forward to seeing residents outside utilizing the facilities.

Commissioner Silverman

- 1) No report.

Commissioner Schyman

- 1) No report.

Vice President Goodman

- 1) No report

PRESIDENT'S REPORT

- 1) Her husband is happy that the golf course and practice range are open. It is great to see the community taking advantage of the nice weather.

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NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be the Regular Board Meeting on Wednesday, May 22, 2024 at 7pm at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

ADJOURN

With no further business to come before the Board, Commissioner Silverman made a motion to adjourn the Regular Board Meeting at 7:55pm. Commissioner Chambers seconded the motion. The motion was unanimously approved on a voice vote.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Chris Leiner

Chris Leiner, Secretary
Board of Commissioners/wp