



Board of Park Commissioners Committee-of-the-Whole Meeting

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

MINUTES of the Committee-of-the-Whole Meeting of the Northbrook Park District Board of Commissioners held in-person on Tuesday, May 14, 2024 in the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER AND ROLL CALL — COMMITTEE-OF-THE-WHOLE MEETING

President Chalem called the Committee-of-the-Whole Meeting to order at 6:32pm.

Commissioners Present: President Chalem; Vice President Goodman; Commissioners Chambers, Chao, Kumar, Schyman (arrived at 6:34pm) and Silverman

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

Staff Present: Directors Baron, Kim, Loftus, Olas and Scovic; Business Manager Drahos

RECOGNITION OF VISITORS – None

APPROVAL OF AGENDA

President Chalem called for any changes to the Agenda. Hearing none, Commissioner Chambers made a motion to approve the Agenda. Commissioner Kumar seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

APPROVAL OF MINUTES

Minutes of the Committee-of-the-Whole Meeting of December 11, 2023 were previously distributed and reviewed. President Chalem called for any changes to the Minutes. Hearing none, Commissioner Chambers made a motion to approve the Minutes of the Committee-of-the-Whole Meeting of December 11, 2023 as presented. Vice President Goodman seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

INFORMATIONAL ITEMS / VERBAL UPDATES

Committee-of-the-Whole Process

Executive Director Leiner reviewed the make-up of the Committee-of-the-Whole and the meeting format.

Conduct Ordinance

Executive Director Leiner reviewed Conduct Ordinance 15-O-7 regarding permitted and non-permitted overnight use of the Park District's property. Commissioners engaged in discussion relating to enforcement of Ordinances and permitting of events. Board consensus was given that Executive Director Leiner should continue to uphold Ordinances as currently adopted and maintain open dialogue with the Village of Northbrook about Ordinance enforcement.

NORTHBROOK PARK DISTRICT

Memorial Day Parade Update

Director Kim announced that the Northbrook Legion Post 791 would be holding the Memorial Day parade on Monday, May 27. The parade will begin at Village Hall at 10am and end at the Village Green baseball field. At 11am a service will be held. All are welcome to come out and recognize those that served in the armed forces.

4th of July Festivities

Executive Administrative Assistant Peterson provided an update on the preparation for 4th of July festivities. The schedule of events is listed on the District website at nbparks.org.

2024 Annual NRPA Conference

Executive Administrative Assistant Peterson provided information on the National Recreation and Park Association's 2024 Annual Conference.

PRESENTATIONS

Outdoor Field and Hard-Court Assessment – Steve Konters, Hitchcock Design Group

Director Loftus introduced Steve Konters, Senior Principal at Hitchcock Design Group. Mr. Konters presented additional information on the Athletic Field and Hard-Court Assessment, highlighting concept plans and estimated costs. Mr. Konters noted that the estimated costs presented for each concept are for replacement of elements and do not encompass costs for items such as scope outside of replacement, design and engineering fees. He also outlined the summary for implementation. Commissioners engaged in a question-and-answer session. Upon final review of the assessment, staff will begin to prepare short-term plans for the 2025 Annual Budget and Capital Improvement Plan cycle.

Municipal Advisor Presentations and Selection

Director Tokar provided background information regarding changes at Piper Sandler and the search for a new municipal advisor. Two municipal advisor firms, PMA and Speer Financial, Inc., presented to the Committee to introduce their firms and services. Andrew Kim and Jennifer Currier represented PMA. Dan Forbes, Anthony Miceli and Aaron Gold represented Speer Financial, Inc. Commissioners engaged in a question-and-answer session with each firm. President Chalem thanked PMA and Speer Financial, Inc. for attending tonight's meeting.

NEW BUSINESS

Administration and Finance

Approval of Meeting Minutes of April 8, 2024

Commissioner Chambers moved to approve the Minutes of the Administration and Finance Committee Meeting of April 8, 2024 to the full Board for approval. Commissioner Chao seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Quarterly Financial Update

Director Tokar provided a financial update of preliminary results for the three months ending March 31, 2024. Highlights and key takeaways included interest income rates and timing of property tax receivables. Commissioners engaged in a question-and-answer session. Commissioners thanked Director Tokar for the budget projections.

Voucher Review April 2024

NORTHBROOK PARK DISTRICT

Director Tokar addressed questions prior to the Meeting. President Chalem called for additional questions. Hearing none, Commissioner Chambers made a motion to recommend the Board approve the April 2024 vouchers in the amount of \$1,160,818.01 to the full Board for approval. Commissioner Chao seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Golf Operations

Approval of Meeting Minutes of March 11, 2024

Commissioner Chambers moved to approve the Minutes of the Golf Operations Meeting of March 11, 2024 to the full Board for approval. Commissioner Schyman seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Consider Professional Services Agreement with Quitno Golf Designs

Director Baron reviewed the qualifications of Quitno Golf Designs, Inc. as the proposed golf course architect for the development of a 10-year Golf Course Infrastructure Master Plan for Heritage Oaks Golf Club and Anetsberger Golf Course. Commissioners engaged in a question-and-answer session. President Chalem called for additional questions. Hearing none, Commissioner Chambers moved to approve the Professional Services Agreement with Quitno Golf Designs, Inc. of Park Ridge, Illinois for Golf Course Architectural Services for the development of a 10-year Golf Course Infrastructure Master Plan for Heritage Oaks Golf Club and Anetsberger Golf Course for a fee of \$89,000.00. Commissioner Schyman seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Parks and Properties

Approval of Meeting Minutes of April 8, 2024

Commissioner Kumar moved to approve the Minutes of the Parks and Properties Committee Meeting of April 8, 2024 to the full Board for approval. Vice President Goodman seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

OLD BUSINESS - NONE

ADJOURN

With no further business to come before the Board, Commissioner Schyman made a motion to adjourn the Committee-of-the-Whole Meeting at 9:52pm. Commissioner Chao seconded the motion. The motion was unanimously approved on a voice vote.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Chris Leiner

NORTHBROOK PARK DISTRICT

Chris Leiner, Secretary
Board of Commissioners/wap