



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, October 23, 2024 at 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, Chao, Kumar and Schyman

Commissioners Absent: Commissioner 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. Commissioner Chambers made a motion to approve the Agenda. Vice President Goodman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

PUBLIC HEARING

President Chalem opened the Bond Issuance Notification Act Public Hearing at 7pm. The purpose of the hearing is to receive any comments relative to the District's proposal to sell not to exceed \$4,600,000 in General Obligation Limited Tax Park Bonds for capital improvement. The proposed bonds are to be issued for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto. President Chalem called for written comments from any residents or members of the public. None were received. President Chalem noted all persons desiring to be heard had been given the opportunity to present oral and written testimony regarding the proposal to issue the Bonds. Commissioner Chambers moved and Commissioner Kumar seconded the motion that the Hearing be adjourned. Secretary Leiner called the roll.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

The Public Hearing adjourned at 7:04pm.

CALL TO ORDER AND ROLL CALL

President Chalem called the Regular Board Meeting to order at 7:04pm.

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Commissioners Present: President Chalem; Vice President Goodman; Commissioners Chambers, Chao, Kumar and Schyman

Commissioners Absent: Commissioner 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. President Chalem moved to amend the Regular Board Meeting Agenda to add a Closed Session to discuss employment of an employee 5ILCS 120/2(c)(1) immediately following Approval of the Agenda. Commissioner Chambers seconded the motion to amend the Agenda.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

APPROVAL OF AMENDED AGENDA

Commissioner Chambers moved to approve the amended Agenda as presented. Vice President Goodman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

MOVE INTO CLOSED SESSION TO DISCUSS EMPLOYMENT OF AN EMPLOYEE 5 ILCS 120/2(c)(1)

Commissioner Chambers made a motion to move into Closed Session to Discuss Employment of an Employee. 5 ILCS 120/2(c)(1) Vice President Goodman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

Moved into Closed Session at 7:06pm.

Reconvened in Open Session at 7:19pm.

BOARD COMMITTEE REPORTS - NONE

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 October 15, 2024 Committee-of-the-Whole Meeting 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 for any additional changes to the Consent Agenda. Hearing none, Commissioner Chambers made a motion to approve the Consent Agenda. Commissioner Kumar seconded the motion.

V.65. Approval of Regular Board Meeting Minutes of September 25, 2024

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Motion: I move to approve the September 25, 2024 Board Meeting Minutes.

V.66. Approval of Closed Session Meeting Minutes of September 25, 2024

Motion: I move to approve the September 25, 2024 Closed Session Meeting Minutes.

V.67. Approval of September 2024 Vouchers

Motion: I move to approve the September 2024 Vouchers in the amount of \$999,582.10.

V.68. Approval of Full-Time Non-Bargaining Unit Merit and Discretionary Pools for FY 2025

Motion: I move to approve a merit pool in the amount of \$186,686 and a discretionary pool in the amount of \$84,008 for Full-Time Non-Bargaining Unit staff for the 2025 Fiscal Year.

V.69. Approval of Contract Mowing Service – Northwest, Bid #2271

Motion: I move to approve Northbrook Park District Contract Mowing Service – Northwest, Bid #2271 to Milieu Design, LLC of Lake Zurich, Illinois for the total base bid amount of \$217,784.00 for the three-year contract.

V.70. Approval of Northbrook Park District Prescribed Prairie Burn, Bid #2272

Motion: I move to approve the Northbrook Park District Prescribed Prairie Burn, Bid #2272 total base bid from V3 Construction Group Ltd. of Woodbridge, Illinois in the amount of \$33,965.00 for a three-year contract.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

ACTION ITEMS

VI.71. Approval of Truth-in-Taxation Resolution, 24-R-3

Motion: Commissioner Chambers moved to approve the Truth-in-Taxation Resolution 24-R-3, determining the amounts of money exclusive of debt service and election costs estimated to be necessary to be raised by taxation. Vice President Goodman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

NEW BUSINESS

IAPD Credentials Certificate and IAPD Resolution

The following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the Illinois Association of Park Districts to be held on Saturday, January 25, 2025 at 3:30pm: Delegate Mary Ann Chambers, Commissioner and 1st Alternate Lisa Chalem, President.

UNFINISHED BUSINESS

Vice President Goodman asked if there was an update on LiveBarn and Oaklane Park. Executive Director Leiner stated that he did not have an update on either topic.

EXECUTIVE DIRECTOR'S REPORT

- 1) On October 5, Autumnfest was held at Meadowhill Park. The event was very successful with thousands of people attending.
- 2) Northbrook Theatre for Young Audiences *The Tale of the Whale* was held October 13-20. Ticket sales were good.

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- 3) *High School Musical, Jr.* opened on October 22. Performances will be held at 7pm on October 23 and 24 and three performances on October 26. For additional show information please visit nbparks.org.
- 4) Golfers are still enjoying Anetsberger and Heritage Oaks Golf Club. Course updates will be posted on the District website at nbparks.org.
- 5) The Parks Department will begin to winterize as the season changes.
- 6) The Winter/Spring Guide is going to print this week and will be delivered to the Post Office on November 15. Registration for residents opens on November 27.
- 7) The Hall of Fame Induction Ceremony was held on October 17 in the Brook Room at Heritage Oaks Golf Club. Congratulations to Doug Rader and Dee Dee Scadron for their induction into the Sports Hall of Fame and Oscar Dahl and Samuel Einhorn for their induction into the Volunteer Hall of Fame. Approximately 50 people attended the event. Thank you to President Chalem, Vice President Goodman, Commissioner Chambers, Commissioner Chao and Commissioner Kumar for attending.
- 8) On October 21, Visual & Performing Arts Manager Kambach was notified that the District received an Illinois Arts Council (IAC) grant in the amount of \$15,000 from state funds for General Operating Support and Youth Employment. Congratulations to the Performing Arts Department on their successful grant application.
- 9) Recreation Supervisor Mary Mucci was promoted to Youth Manager. As the Youth Program Manager, Mary will be responsible for operational oversight and management of all aspects of preschool, youth and school-age programs, events and camps. Manager Mucci will report to Superintendent Sweet.
- 10) Recreation Specialist Jeremy Goedeke was promoted to Recreation Supervisor overseeing School Age programs, day-to-day operations of Adventure Campus, school day off programs, general recreation camps, extended care, youth general interest programs and assigned special events. Supervisor Goedeke will report to Youth Program Manager Mucci.
- 11) Athletics Manager Meri Shea was promoted to Superintendent of Athletics and Fitness. The Athletics staff will continue to report to Superintendent Shea. TPAC Manager Bernaky will also report to Superintendent Shea.
- 12) The Senior Leadership Team and staff continue to focus on the Meadowhill Aquatic Center Renovation Project, the Leisure Center Renovation Project, 2025 budget, Guide development and the 2025 Capital Improvement Plan.
- 13) On September 26, Executive Director Leiner attended the NSSRA Board meeting.
- 14) On September 27, Executive Director Leiner, Directors Baron and Loftus and Executive Administrative Assistant Peterson participated in the NSSRA Swing Golf Outing at Deerpath Golf Course.
- 15) On September 30, Executive Director Leiner, Directors Olas and Tokar and Superintendent Meyer participated in the IAPD Golf Tour held at Sunset Valley Golf Club.
- 16) On October 4, Executive Director Leiner played cards at NSSRA with participants of the Ella program.
- 17) The 2024 NRPA Conference was held in Atlanta the week of October 7. Thank you to the Board for your continued support of professional development and continued educational opportunities.
- 18) On October 21, the Chamber's Auction & Taste was held at the Renaissance Chicago North Shore Hotel. Thank you to President Chalem and her husband, Vice President Goodman and Commissioner Chambers for attending. Also thank you to Directors Baron, Scovic and Tokar for attending.

COMMISSIONER REPORTS

Commissioner Chambers

- 1) Stopped by Autumnfest. It was a beautiful day with a huge turnout of happy people.

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- 2) Her daughter and granddaughter attended the theatre production of *The Tale of the Whale* and thoroughly enjoyed the performance.
- 3) The Hall of Fame Induction Ceremony was nice. It was great to see Ed Harvey and Oscar Dahl.
- 4) Congratulations to the Performing Arts Department on receiving the ICA grant award.
- 5) Her daughter-in-law and granddaughter attended the Pet Parade.
- 6) Attended an IAPD meeting in Springfield regarding the IAPD/IPRA Soaring to New Height Conference and the Legal Symposium. Conference will have programming geared toward new commissioners. It was a nice weekend.

Commissioner Kumar

- 1) Thank you to staff for putting together the wonderful Hall of Fame Induction Ceremony.
- 2) She enjoyed playing pickleball this summer.
- 3) She and her husband will be attending the Pet Parade and the IAPD Best of the Best Gala.
- 4) She has been enjoying TPAC and the personal training is phenomenal.

Commissioner Chao

- 1) His children are active at the Northbrook Sports Center rink with fall sports.
- 2) The family has been active outside at the parks and are enjoying the changing colors.
- 3) Enjoyed the Hall of Fame Induction Ceremony and participating with the other Commissioners.

Commissioner Schyman

- 1) He is enjoying playing in the pickleball league.
- 2) He has walked the Trail Through Time and it is looking very nice. Thank you to Parks staff for maintaining the trail.

Vice President Goodman

- 1) On October 20, Northbrook Baseball held an event at TPAC for the 6th/7th grade team's Cooperstown visit.
- 2) Suggested that the Board and staff hold another strategy session to discuss the Leisure Center and other projects.

PRESIDENT'S REPORT

- 1) Autumnfest was beautiful, even though there was a lot of people the lines did not seem too bad.
- 2) The Hall of Fame Induction Ceremony was wonderful. She enjoyed talking to family members about how impactful it is to show appreciation and to honor the inductees.
- 3) Attend the Chamber's Auction & Taste, it is always a nice event.

MOVE INTO CLOSED SESSION TO DISCUSS EMPLOYMENT OF AN EMPLOYEE 5 ILCS 120/2(c)(1)

Commissioner Chambers made a motion to move into Closed Session to Discuss Employment of an Employee. 5 ILCS 120/2(c)(1) Vice President Goodman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

Moved into Closed Session at 7:38pm.
Reconvened in Open Session at 8:49pm.

NORTHBROOK PARK DISTRICT

NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be the Regular Board Meeting on Wednesday, December 18, 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 Chambers made a motion to adjourn the Regular Board Meeting at 8:50pm. Commissioner Kumar 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