



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 25, 2023 in the Joe Doud Administration Building, 545 Academy Drive, 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 (arrived at 7:01pm), and Silverman

Commissioners Absent: Commissioners Kumar and Schyman

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

Staff Present: Directors Baron, Loftus, Olas and Scovic; Business Manager Drahos; Superintendent of Grounds & Golf Maintenance Meyer

Guests: Steve Adams, Robbins Schwartz (left at 7:47pm)

RECOGNITION OF VISITORS – None

APPROVAL OF AGENDA

President Chalem called for any changes to the Agenda. Commissioner Silverman made a motion to approve the Agenda. Vice President Goodman seconded the motion.

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

Motion Passed: 5 ayes; 0 nays; 2 absent

BOARD COMMITTEE REPORT – NONE

CLOSED SESSION TO DISCUSS PENDING LITIGATION, SECTION 5 ICLS 120/2(c) (11)

President Chalem called for a motion to move into Closed Session. Commissioner Silverman made a motion to move into Closed Session to discuss Pending Litigation. 5ILCS 120/2 (c)(11). Commissioner Chambers seconded the motion.

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

Motion Passed: 5 ayes; 0 nays; 2 absent

Moved into Closed Session at 7:03pm.

Reconvened in Open Session at 7:47pm.

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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 October 19, 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 Silverman made a motion to approve the Consent Agenda. Vice President Goodman seconded the motion.

VI.71. Approval of the Special Board Meeting Minutes of September 27, 2023

Motion: I move to approve the September 27, 2023 Special Board Meeting Minutes.

VI.72. Approval of Regular Board Meeting Minutes of September 27, 2023

Motion: I move to approve the September 27, 2023 Regular Board Meeting Minutes.

VI.73. Approval of September 2023 Voucher Report (AF)

Motion: I move to approve the September 2023 Vouchers in the amount of \$874,962.92.

VI.74. Approval of Full-time Non-Bargaining Unit Merit and Discretionary Pools for 2024 Fiscal Year (AF)

Motion: I move to approve a merit pool in the amount of \$220,996 and a discretionary pool in the amount of \$62,100 for Full-time Non-Bargaining Unit staff for the 2024 Fiscal Year.

VI.75. Approval of Internet Circuit Replacement (AF)

Motion: I move to approve a three-year internet service provider contract in the annual amount of \$25,499.88 with Comcast Business of Oak Brook, Illinois.

VI.76. Approval of Renewal of Managed Detection and Response Services (AF)

Motion: I move to approve a renewal for Year 2 of the Rapid7 Managed Detection and Response Services in the amount of \$58,281.60 from Carahsoft of Reston, Virginia with the option to renew for an additional third separate one-year term.

VI.77. Approval of Park Board of Commissioners 2024 Meeting Calendar (AF)

Motion: I move to approve the Park Board of Commissioners 2024 Meeting Calendar as presented.

VI.78. Approval of the Second Amendment to the Intergovernmental Agreement Between the Northbrook Park District and the Forest Preserve District of Cook County for Coast Guard Park (PP)

Motion: I move to approve the Second Amendment to the Intergovernmental Agreement between the Northbrook Park District and the Forest Preserve District of Cook County to December 31, 2028 for the shared use of the chain-link fence, access through Coast Guard Park and for the installation of the interpretative signage.

VI.79. Approval of Professional Services Agreement 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 Meadowhill Aquatic Center for a fixed fee of \$302,000 and an amount not to exceed \$15,000 for Reimbursable Expenses for a total amount of \$317,000.

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

Motion Passed: 5 ayes; 0 nays; 2 absent

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ACTION ITEM

VII. 80. Approval of Truth-in-Taxation Resolution, 23-R-5 (AF)

Motion: Commissioner Chambers moved to approve the Truth-in-Taxation Resolution, 23-R-5, determining the amounts of money exclusive of debt service and election costs estimated to be necessary to be raised by taxation. Commissioner Chao seconded the motion.

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

Motion Passed: 5 ayes; 0 nays; 2 absent

VII. 81. Approval of Surplus Ordinance 23-O-3, Park District Equipment

Motion: Vice President Goodman moved to approve Surplus Ordinance 23-O-3, Park District Equipment as presented. Commissioner Chambers seconded the motion.

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

Motion Passed: 5 ayes; 0 nays; 2 absent

INFORMATIONAL /VERBAL UPDATES – NONE

NEW BUSINESS

IAPD Credentials Certificate and IAPD Resolutions

The Annual Business Meeting of the Illinois Association of Park Districts will be held on Saturday, January 27, 2024. The delegate representing the Northbrook Park District will be Commissioner Chambers, the 1st Alternate will be President Chalem and the 2nd Alternate will be Executive Director Leiner.

UNFINISHED BUSINESS – NONE

EXECUTIVE DIRECTOR'S REPORT

- 1) The Employee Appreciation Team organized a Full-time IMRF Staff Golf Outing at Heritage Oaks Golf Club on September 29. Twenty-eight staff members participated in the 9-hole scramble followed by light appetizers in the Brook Room.
- 2) Autumnfest was held on Saturday, October 7 at Meadowhill Park. Activities included pumpkin chuckin', inflatables, crafts pony rides and s'mores by the fire. The District hosted the first Sensory-Friendly Hour for registered participants providing the same fall fun in a quieter environment.
- 3) The District said farewell to the Mighty Oak in Village Green Park on Sunday, October 15. Participants honored the approximately 250 year old Burr Oak and celebrated OAKtober on the beautiful fall day.
- 4) The Halloween 3K and Pet Parade was held at Techny Prairie Park and Fields on Friday, October 20. After the race and parade, participants enjoyed inflatables, refreshments and a costume contest.
- 5) The Senior Center Showcase will be held at the Leisure Center on Friday, November 3 from 9:30am-11:30am.
- 6) James Kim has accepted the position of Director of Park & Properties. He will join the District on Monday, November 13.

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- 7) Drew Kambach was recently promoted to Visual & Performing Arts Manager.
- 8) Angus Shields, Superintendent of Athletics & Facilities, has accepted the position of Director of Recreation with the Lombard Park District. Superintendent Shield's last day is Friday, November 10.

COMMISSIONER REPORTS

Commissioner Chambers

- 1) Autumnfest was fabulous and the turnout was huge. Great event.
- 2) Attended the Halloween Pet Parade. Congratulations to Commissioner Kumar and her husband on winning a costume prize.
- 3) Attended the IAPD Best of the Best Awards Gala.

Commissioner Chao

- 1) His family is wrapping up fall activities.
- 2) His children will be participating in hockey and skating during the winter.

Commissioner Silverman

- 1) No report.

Vice President Goodman

- 1) No report.

PRESIDENT'S REPORT

- 1) Attended the Chamber's Business After Hours event at Heritage Oaks Golf Club. It was a great event.
- 2) Attended the Mighty Oak tree event at Village Green Park. Nice event that stressed the importance of the trees in the Park.
- 3) Stopped by Autumnfest. The community appreciated the sensory hour.
- 4) Congratulations to staff on receiving the IAPD Best of the Best Awards for Best Green Practices and Arts in the Park.

NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be the Regular Board Meeting on Wednesday, December 13, 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 Silverman made a motion to adjourn the Regular Board Meeting at 7:59pm. 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