



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

Joe Doud Administration Building  
545 Academy Drive  
Northbrook, IL 60062  
847-291-2960  
[nbparks.org](http://nbparks.org)

MINUTES of the Committee-of-the-Whole Meeting of the Northbrook Park District Board of Commissioners held in person on Monday, November 18, 2024 in the Techny Prairie Activity Center Prairie Room, 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 6:45pm.

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

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

Staff Present: Directors Kim, Loftus, Olas and Scovic; Business Manager Drahos; Project & Operations Supervisor Scharp; Superintendent of Grounds & Golf Maintenance Meyer (left at 8:45pm); Planning & Project Manager Wrobel (left at 8:45pm); Sports Center Manager Sanchez; Recreation Supervisor Sterba; Superintendent of Fleet & Facilities Maintenance Truhlar (left at 8:45pm); Administrative Assistant Taylor

### RECOGNITION OF VISITORS

Hamzah Mirza, Northbrook resident; Jason Risdon, Northbrook resident; Laurence Deutsch, Northbrook resident (left at 7:30pm); John Lynk, Northbrook resident (left at 7:30pm); Sheri, Mark and Sam White, Northbrook residents (left at 7:30pm); Dan and Laurie Dinelli, Northbrook residents (left at 7:30pm)

### VISITOR COMMENTS

Laurence Deutsch, Northbrook resident, addressed the Board of Commissioners to discuss pickleball at Oaklane Park. Mr. Deutsch noted noise issues from the pickleball courts and asked if the noise-dampening curtains had been installed. If the curtains were installed, there has been no appreciable difference. Mr. Deutsch asked about the use of noise-dampening paddles and balls as a supplemental solution.

Laurie Dinelli, Northbrook resident, addressed the Board of Commissioners to discuss pickleball at Oaklane Park. Mrs. Dinelli noted that the noise-dampening curtains have been installed, but a section is missing. Players were on the courts at 6:45am on Sunday. She would like the pickleball courts removed. Mrs. Dinelli asked when the pickleball nets would be removed for the season.

John Lynk, Northbrook resident, addressed the Board of Commissioners to discuss pickleball at Oaklane park. He thanked the Board for the opportunity to speak. Mr. Lynk noted a vehicle was parked partly on the road and partly on the sidewalk and asked for a recommendation about whether he should contact the Park District or the Northbrook Police Department. Mr. Lynk thanked staff for their preparation for the meeting and posting information about it. He asked that the Commissioners rank amenities and factors toward items such as noise and property values, with the highest priority placed on pedestrian safety. He summarized the vehicle study and noted approximately 800 vehicles for park patrons year-to-date. The sidewalk is right next to the street, and he is not comfortable walking with his granddaughter. He was pleased to learn that the IDNR is amenable to transitioning the pickleball courts to another sport court. Regarding the 20% reduction in pickleball court inventory, Mr. Lynk suggested the Velodrome as an interim solution. In summary, Mr. Lynk would like the Board of Commissioners to direct staff to execute tasks to receive approval from the IDNR and focus on safety to strive toward a vision of replacing the courts with something else.

# NORTHBROOK PARK DISTRICT

## APPROVAL OF AGENDA

President Chalem called for any changes to the Agenda. Hearing none, Commissioner Chambers moved to approve the Agenda as presented. Commissioner Silverman 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 October 15, 2024 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 October 15, 2024 as presented. 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*

## INFORMATIONAL ITEMS / VERBAL UPDATES

### **Oaklane Park Update**

Executive Director Leiner provided an update to public comment received at the September 16, 2024 Committee-of-the-Whole Meeting regarding pickleball at Oaklane Park. Executive Director Leiner followed up in writing with every member of the public that attended the meeting and signed in. The District continued to negotiate with Lakeview Church to secure additional parking. On October 3, 2024, Pastor William Pak from Lakeview Church informed Executive Director Leiner that a man, identifying himself as a representative of the "Oaklane Park Neighborhood," had contacted the church via email requesting that the church cease negotiations with the Park District. Pastor Pak indicated the individual stated that the pickleball courts were attracting out-of-town visitors and creating dangerous conditions in the neighborhood. On October 25, 2024 sound curtains were installed on the pickleball courts. The District's total investment in the courts is \$127,250, excluding staff project management and maintenance costs. The District was reimbursed \$52,750 by the Illinois Department of Natural Resources (IDNR) to support the construction of the pickleball courts, resulting in a final cost to the District of \$74,500. The IDNR may consider allowing the conversion of the pickleball courts to another sport court, but it is unlikely the IDNR would support total removal of the recreation element. Historically, the District has not surveyed the entire community for neighborhood park updates. However, it is reasonable to assume that seeking input from the broader community beyond the immediate Berglund Place neighborhood regarding the removal of the two new pickleball courts would likely draw criticism from the large and engaged local pickleball community. Removal of the courts would result in a 20% reduction in the dedicated outdoor pickleball court inventory. Using cellular tower data provided by a local partner, the District tracked park usage trends. Following the regular winterizing schedule, nets will be taken down by the end of November. Three options were provided: 1) make no changes; 2) consider property acquisition in the area; and 3) make changes to the courts based on Board direction. Commissioners engaged in a question-and-answer session. The Board requested Executive Director Leiner to gather information on reduced sound pickleball paddles and balls, maintain required recreation elements for the OSLAD grant and develop a plan and costs for relocating two pickleball courts and a suggestion was made to possibly reach out again to Lakeview Church.

### **LiveBarn Update**

Director Loftus provided an update on LiveBarn. The signed contract has been received and Sports Center Manager Sanchez has been working with the LiveBarn sales team and internal staff on the installation. Comcast will need to

# NORTHBROOK PARK DISTRICT

run cable and minor facility modifications will be required to house cameras. Director Loftus and Manager Sanchez have been communicating with the hockey affiliates.

## NEW BUSINESS

### **Parks and Properties**

#### Review 2025 Capital Improvement Plan

Executive Director Leiner announced that staff was pleased to present the draft 2025 Capital Improvement Plan for consideration. Discussion will focus on \$9.9 million in capital projects, including \$1.2 million in 2024 rollover expenditures, \$2 million to complete the Meadowhill Aquatic Center renovation, \$4 million toward the Leisure Center renovation project and other capital projects. Executive Director Leiner noted that the Leisure Center renovation is budgeted over two fiscal years. Director Tokar will present the draft 2025 Annual Budget at the Committee-of-the-Whole Meeting on December 9, 2024. The focus is the major projects in the upcoming year, along with planning for the future. Executive Director Leiner thanked staff for attending the meeting. Director Kim conducted a page-by-page review of the draft 2025 Capital Improvement Plan. Commissioners engaged in a question-and-answer session.

#### Request for Comment 3700 Dundee Road Proposed Development

Executive Director Leiner reviewed the Village of Northbrook's request for comment on the proposed development at 3700 Dundee Road (the former Our Lady of the Brook site.) The proposed project includes 53 townhome units that are age-restricted (55+), single-family homes. The current proposal does not include any land dedicated to the Park District. The District would anticipate receiving approximately \$316,940 in impact fees. Commissioners engaged in a question-and-answer session.

### **Administration and Finance**

#### Consider October Voucher Report

Director Tokar did not receive questions prior to the Meeting. President Chalem called for additional questions. Hearing none, Commissioner Chambers made a move to recommend the Board approve the October 2024 vouchers in the amount of \$2,170,772.32 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 2025 Staff and Participant Apparel, Bid #2270

Executive Administrative Assistant Peterson provided background information on the 2025 Staff and Participant Apparel, Bid #2270. President Chalem called for questions. Hearing none, Commissioner Chambers moved to approve the award of the 2025 Staff and Participant Apparel, Bid #2270 for an overall total amount of \$80,478.35, as follows: 1) approve award of Category A: Aquatics Staff Apparel to Park Ink of Carlsbad, California for the total amount of \$4,366.00; 2) approve award of Category B: Hats and Lanyards and Category E: Division Staff Apparel to The Woolenwear Company of Prospect Heights, Illinois for the combined total amount of \$18,424.13; and approve award of Category C: Program Apparel – Staff & Participant and Category D: Program Apparel – Staff & Participant to Ad-Wear & Specialty of Texas, Inc. of Houston, Texas for the combined total amount of \$57,688.22 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*

# NORTHBROOK PARK DISTRICT

## Recreation

### Aquatic Season Comprehensive Overview

Director Loftus provided a review of the 2024 aquatic season. Director Loftus recognized Sports Center Manager Sanchez and Aquatics Supervisor Sterba and congratulated them on the outstanding season. Manager Sanchez and Supervisor Sterba lead staff to one four-star and two five-star audits, allowing patrons to enjoy their pool experience in a safe environment throughout the season. According to the post-season survey, 88% of respondents indicated they plan to purchase a pool pass for the 2025 season, reflecting strong satisfaction and loyalty. Patrons noted that the cleanliness of facilities, positive staff interactions and a welcoming environment. Director Loftus thanked the District custodial staff and contractors for their efforts. Director Loftus highlighted swim lesson participation, an increase in memberships from 2023 and a continuous rise in attendance. During the 2024 season, there were very few weather-related facility closures, allowing the community to visit the pools at their leisure. Fee structure and rates for 2025 were discussed. The Glencoe Park District Reciprocal Agreement will be in place for the 2025 season, ensuring the continuation of added rewards for both Northbrook and Glencoe residents. Sensory Swim times were a success in 2024, offering a calm, supportive environment for individuals who benefit from a quieter, less stimulating experience. Looking ahead to 2025, the following improvements are planned: swim hours for members, Flick and Float at the Sports Center Pool, a more consistent schedule of operating hours at the Snack Zone at Meadowhill Aquatic Center, seating upgrades and additional shade structures. The Meadowhill Aquatic Center renovation project is ongoing, and a re-opening community event is being planned. Commissioners engaged in a question-and-answer session and thanked staff for a job well done.

### Adventure Campus: 2024-2025 School Year Update

Director Loftus provided an Adventure Campus update for the 2024-2025 school year. Adventure Campus is one of the District's largest programs and serves over 500 students each year, with an average of 443 students per day across all five sites. This number represents individual registrations, not unique children, because some students participate in AM and PM care, and are thus counted in each area. Adventure Campus is offered in coordination with Northbrook School District 27, Northbrook/Glenview School District 30 and West Northfield School District 31. Full-time direct oversight of this program has been led by Recreation Supervisor Mucci, with part-time support onsite from Site Directors. Recently Supervisor Mucci was promoted to Youth Program Manager and Recreation Specialist Goedeke was promoted to Recreation Supervisor of School Age Programs. Overall enrollment in Adventure Campus increased 3% from the prior year. Registration numbers fluctuate throughout the year as student's schedules change and they attend more/fewer days or need to disenroll in the program. Fees, revenue and expenses were highlighted. A mid-year survey will be sent to Adventure Campus families to gather feedback and identify areas for improvement. The 2025-2026 school year tentative registration timeline will begin in February 2025 with the release of registration and fee information and registration opening in March. Commissioners engaged in a question-and-answer session. Vice President Goodman thanked Director Loftus for the detailed report.

## OLD BUSINESS – NONE

### 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) Commissioner Silverman 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*

# NORTHBROOK PARK DISTRICT

Moved into Closed Session at 9:53pm.  
Reconvened in Open Session at 10:32pm.

## ADJOURN

With no further business to come before the Board, Commissioner Chambers made a motion to adjourn the Committee-of-the-Whole Meeting at 10:32pm. Commissioner Silverman 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/wap