



## 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, January 13, 2025 in the Joe Doud Administration Building, 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 6:30pm.

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

Commissioners Absent: Commissioner Schyman

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

Staff Present: Directors Baron, Kim, Loftus, Olas and Scovic; Business Manager Drahos; Superintendent of Athletics & Fitness Shea; Superintendent of Fleet & Facilities Maintenance Truhlar; Superintendent of Arts & Recreation Sweet; Visual & Performing Arts Manager Kambach

Guest: Nicole Karas, Robbins Schwartz (left at 7:37pm); Michael Cottick, Bulley & Andrews (left at 6:54pm)

### RECOGNITION OF VISITORS

Jason Risdon, Northbrook resident

Hamzah Mirza, Northbrook resident (arrived at 6:34pm)

### APPROVAL OF AGENDA

President Chalem made a motion to amend the Agenda and relocate item VII. New Business, C. Policy items 1/13.13 Consider Amending the Conduct Ordinance 15-O-7 Section 4.2 Aircraft and Unmanned Aircraft and 1/13.14 Consider Amending the Conduct Ordinance 15-O-7 Section 4.6 Bicycling to the first items under New Business. Commissioner Silverman moved to amend the Agenda as presented. Vice President Goodman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### APPROVAL OF AMENDED AGENDA

President Chalem called for a motion to approve the amended Agenda. Commissioner Chambers moved to approve the amended Agenda as proposed. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### APPROVAL OF MINUTES

Minutes of the Committee-of-the-Whole Meeting of December 9, 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 December 9, 2024 as presented. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## PRESENTATION

### *Meadowhill Aquatic Center Construction Update*

Michael Cottick of Bulley & Andrews presented an update on the renovation at Meadowhill Aquatic Center. Construction highlights included pool painting, new shade structures, concrete deck work and interior demolition. Mr. Cottick provide a progress report on the new surge tank. Commissioners engaged in a question-and-answer session. President Chalem thanked Mr. Cottick for attending the meeting.

## INFORMATIONAL ITEMS / VERBAL UPDATES

### *Actor's Equity Union*

Director Loftus provided background information regarding the Actor's Equity Union who represents actors and stagehands. Actor's Equity Union members have been part of Northbrook Theatre for Young Audiences productions; however, none have performed in a production since 2024. Director Loftus introduced Nicole Karas of Robbins Schwartz. Ms. Karas reviewed the agreement with Actor's Equity Union. Commissioners engaged in a question-and-answer session.

### *District Awards/Recognition*

Executive Director Leiner announced the following District awards and recognitions:

- The Practice Range at Heritage Oaks Golf Club has been named a 2024 Top 50 Range by The Golf Range Association of America (GRAA).
- Golf Instruction Supervisor Wenzel has been named a 2024 Top 100 Growth of the Game teaching professional and was named a 2024 Game Changer Award in the Player Engagement category.
- The Illinois Arts Council (IAC) awarded the District a \$3,390 grant from federal funds through the National Endowment for the Arts Grant – Youth Employment.
- The Illinois Association of Park Districts (IAPD) announced the 2024 Give Us Your Best Shot Photo contest winners. Marketing Coordinator Stone received a first place in the Sports category and Leisure Center Coordinator Norlie received a first place in the Recreation/People at Play category.
- The National Recreation and Park Association (NRPA) named Joan Scovic, Director of Marketing and Communications to the NRPA National Certification Board.

### *Statement of Economic Interest*

The 2024 Statement of Economic Interest filer list has been submitted to the Cook County Ethics Department. Filing opens in March and forms are due by May 1. If you have questions, please contact Executive Administrative Assistant Peterson.

## NEW BUSINESS

### **Policy**

#### *Consider Amending Northbrook Park District Ordinance No. 15-O-7 Section 4.2 Aircraft and Unmanned Aircraft*

Executive Director Leiner reviewed proposed modifications to Section 4.2 Aircraft and Unmanned Aircraft of the Park District Ordinance No. 15-O-7 based on a legislative update from the Illinois Association of Park Districts and the recommendation of legal counsel. These changes in part relate to Public Act 103-0925, which was signed by Governor Pritzker in 2024 and amends the Code to authorize the Park District (and other units of local government) to regulate the use of drones on its property (see 620 ILCS 5/42.1). Commissioners engaged in a question-and-answer session. President Chalem called for additional questions. Hearing none, President Chalem moved to approve the revisions

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recommended by Counsel to Section 4.2 Aircraft and Unmanned Aircraft to the District's General Conduct Ordinance No. 15-O-7. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## *Consider Amending Northbrook Park District Ordinance No. 15-O-7 Section 4.6 Bicycles*

Executive Director Leiner reviewed proposed modifications to Section 4.6 Bicycles of the District's General Conduct Ordinance No. 15-O-7. Based on a legislative update from the Illinois Association of Park Districts and discussion with Counsel, the revision to Section 4.6 Bicycles is to regulate the usage of Electric Bikes (E-Bikes) and Electric-Scooters (E-Scooters) on District property. These changes in part relate to Public Act 103-0899, which was signed by Governor Pritzker in 2024 and amends the Illinois Vehicle Code to authorize the Park District (and other units of local government) to regulate the use of E-Bikes and E-Scooters on its property (See 625 ILCS 5/1-140.11 and 625 ILCS 5/11-1518). Commissioners engaged in a question-and-answer session. Commissioners requested information on the Village of Northbrook policy of E-Bikes and E-Scooters on sidewalks. Commissioners also discussed the use of mobility devices. President Chalem called for additional questions. Hearing none, Commissioner Chambers moved to approve the revisions recommended by Counsel to Section 4.6 Bicycles to the District's General Conduct Ordinance No. 15-O-7. Commissioner Silverman seconded the motion.

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

*Motion Passed: 5 ayes; 0 nays; 1 present; 1 absent*

## **Administration and Finance**

### *Consider December Voucher Report*

Director Tokar addressed questions received prior to the Meeting. President Chalem called for additional questions. Hearing none, Commissioner Chambers made a move to recommend the Board approve the December 2024 vouchers in the amount of \$1,095,848.26 to the full Board for approval. Commissioner Chao seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### *Consider Ordinance 25-O-2, 2025 Budget and Appropriation*

Director Tokar provided information on Ordinance 25-O-2, Budget and Appropriation. A public notice was placed in the *Daily Herald* stating that a Public Hearing on the 2025 Budget and Appropriation Ordinance will be held on Tuesday, January 21, 2025, at 7pm at the Joe Doud Administration Building. President Chalem called for questions. Hearing none, Commissioner Chambers moved to approve Ordinance 25-O-2, an Ordinance making a Combined Annual Budget and Appropriation of Funds for the Northbrook Park District for the fiscal year beginning January 1, 2025 and ending December 31, 2025 to the full Board for adoption. Commissioner Chao seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

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## *Consider Approval of Expenses – Board of Commissioner per Ordinance 17-O-1 Travel Expense Control Act*

Executive Administrative Assistant Peterson provided background information on the IAPD/IPRA Soaring to New Heights Conference that will be held on January 23-26, 2025 in Chicago. President Chalem called for questions. Hearing none, Commissioner Chambers moved to approve travel expenses for President Chalem, Vice President Goodman, Commissioner Chambers and Commissioner Silverman to attend the IAPD/IPRA Soaring to New Heights Conference on January 23-26, 2025, as part of their Park Board of Commissioner responsibilities. President Chalem seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## **Parks and Properties**

### *Consider the Purchase of a Toro Reelmaster 3555-D*

Director Kim provided a background information on the purchase of a Toro Reelmaster 3555-D that will be used to maintain fairways at Heritage Oaks Golf Club. This is a replacement for a 2012 Toro Reelmaster 5210. President Chalem called for questions. Hearing none, Vice President Goodman moved to approve the purchase of a new Toro Reelmaster 3555-D through the OMNIA Partners program from Reinder's, Inc. of Mundelein, Illinois for a total amount of \$83,020.64 to the full Board for approval. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### *Consider Purchase of Ford F-250 4x4 Pickup Truck with Western Plow*

Director Kim provided background information on the purchase of a Ford F-250 4x4 Pickup Truck with a Western Plow. This truck will replace a 2009 GMC 2500 4x4 Plow Truck. Commissioners engaged in a discussion regarding electric vehicles. President Chalem called for additional discussion. Hearing none, Vice President Goodman moved to approve the purchase of a Ford F-250 4x4 Pickup Truck with Western Plow via the Suburban Purchasing Cooperative (SPC) form Sutton Ford of Matteson, Illinois in the amount of \$58,014.00 to the full Board for approval. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### *Consider Purchase of Ford F-350 4x4 Crew Cab*

Director Kim provided background information on the purchase of a Ford F-250 4x4 Crew Cab. This vehicle will replace a 2008 Chevy 2500 Crew Cab. President Chalem called for questions. Hearing none, Vice President Goodman moved to approve the purchase of a Ford F-350 4x4 Crew Cab via the Suburban Purchasing Cooperative (SPC) from Sutton Ford of Matteson, Illinois for a total amount of \$54,925.00 to the full Board for approval. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

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## *Consider Purchase of Ford F-550 4x4 Truck Chassis*

Director Kim provided background information on the purchase of a Ford F-550 4x4 Truck Chassis. Upon delivery, the truck will be upfitted with a SwapLoader System and a Western Plow by a separate vendor. This vehicle will replace a 2011 Ford F-450 Dump Body Plow Truck. President Chalem called for questions. Hearing none, Vice President Goodman moved to approve the purchase of a Ford F-550 4x4 Truck Chassis via the Suburban Purchasing Cooperative (SPC) form Sutton Ford of Matteson, Illinois for a total amount of \$59,808.00 to the full Board for approval. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## *Consider Purchase of the Upfitting for the new Ford F-550 Pickup Truck #3120*

Director Kim provided background information on the upfitting of the new Ford F-550 Pickup truck. President Chalem called for questions. Hearing none, Vice President Goodman moved to approve the upfitting for the new Ford F-550 Pickup Truck #3210 via the Sourcewell Cooperative Purchasing program from Monroe Truck Equipment of Monroe, Wisconsin for a total amount of \$87,671.00 to the full Board for approval. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## *Consider Purchase of Two Club Car Villager 8 Golf Cars*

Director Kim provided background information on the purchase of two Club Car Villager 8 Golf Cars. The Club Car Villager 8 Golf Cars will be used by the Northbrook Golf Academy to transport students at Heritage Oaks Golf Club. Commissioners engaged in a discussion and answer session. President Chalem called for additional questions. Hearing none, Vice President Goodman moved to approve the purchase of two (2) new Club Car Villager 8 Golf Cars through the Sourcewell Cooperative Purchasing program from Nadler Golf Car Sales, Inc. of Aurora, Illinois for a total amount of \$37,010.00 to the full Board for approval. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

## *Consider Surplus Ordinance 25-O-1, Park District Equipment*

Director Kim presented Surplus Ordinance 25-O-1, Park District Equipment. A separate Surplus Ordinance will be brought before the Board for technology equipment. President Chalem called for questions. Hearing none, Vice President Goodman moved to approve Surplus Ordinance 25-O-1, Park District Equipment to the full Board for approval. Commissioner Silverman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

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## Recreation

### *Athletics Review: Youth and Adult Leagues*

Director Loftus presented the first report of an Athletics Department annual update covering information on Youth and Adult Leagues. Future report topics include review of programs, rentals and affiliate programs. The youth and adult leagues play a vital role in the District's connection to the community. Leagues not only provide recreational and competitive opportunities for the athletes, but also showcase the District's facilities and provide a place for community connections. The Athletics Department offers residents the ability to volunteer through coaching. Youth Athletics include winter, spring and fall soccer; winter and fall basketball; fall flag football; spring Boys lacrosse; and fall Junior High volleyball. Adult leagues include year-round pickleball; year-round basketball and soccer pickup programs; and softball in the spring/summer and fall. Director Loftus acknowledged the Athletic Department including Superintendent of Athletics & Fitness Shea and Supervisors Catron, Papale and Urow. Commissioners engaged in a question-and-answer session. Vice President Goodman thanked Director Loftus and the Athletics Department staff for the report.

## Hall of Fame

### *Approval of Hall of Fame Committee Minutes of February 12, 2024*

President Chalem called for any changes to the Minutes. Hearing none, Commissioner Chao made a motion to approve the Minutes of the Hall of Fame Committee Meeting of February 12, 2024 as presented. Vice President Goodman seconded the motion.

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

*Motion Passed: 6 ayes; 0 nays; 1 absent*

### *Hall of Fame Informational Update and 2025 Timeline*

Director Scovic provided an update on the Hall of Fame program and reviewed slight adjustments to the 2025 application form to provide clarification on nominee eligibility and to improve planning communication for the Hall of Fame Induction Ceremony. The 2025 Hall of Fame timeline was discussed. A call for nominations will be made in early March with nomination applications due in early April. Staff recommendations for induction into the Hall of Fame will be presented to the Board of Commissioners for consideration and approval in May. A celebration event will be planned to induct new members during the summer.

## OLD BUSINESS

### LiveBarn Update

Director Loftus provided an update on the installation of LiveBarn at the Northbrook Sports Center. Commissioners engaged in a question-and-answer session.

## ADJOURN

With no further business to come before the Board, Commissioner Chambers made a motion to adjourn the Committee-of-the-Whole Meeting at 8:15pm. Vice President Goodman 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