



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, March 19, 2025 at 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 7:01pm.

Commissioners Present: President Chalem; Vice President Goodman; Commissioners Chambers (arrived at 7:23pm), Kumar and Schyman

Commissioners Absent: Commissioners Chao 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

John Lynk, Northbrook resident (left at 7:11pm)

Mr. Lynk addressed the Board of Commissioners to discuss the Oaklane Park proposed pickleball court repurposing options. Mr. Lynk thanked the Board of Commissioners and staff for the status updates and appreciates that the Board has listened to the neighbors. Mr. Lynk acknowledged that staff have put a tremendous amount of time and effort into the development of the options, and he looks forward to having the Board vote on the topic later in the meeting.

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 Kumar and Commissioner Schyman

Motion Passed: 4 ayes; 0 nays; 3 absent

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 March 10, 2025 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 Silverman made a motion to approve the Consent Agenda. Commissioner Schyman seconded the motion. President Chalem called for discussion. Commissioner Schyman made a motion to rescind the motion on the floor and moved to relocate V.23. Approval of Oaklane Park Pickleball Court Repurposing Sport Court Concept Options to Action Items. Commissioner Silverman seconded the motion. President Chalem called for discussion. Hearing none, Commissioner Silverman moved to approve Consent Agenda Items V. 21-22 and V24-28 as the Consent Agenda as per the statutes. Commissioner Schyman seconded the motion.

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- V.21. Approval of Regular Board Meeting Minutes of February 26, 2025
Motion: I move to approve February 26, 2025 Board Meeting Minutes.
- V.22. Approval of February 2025 Vouchers
Motion: I move to approve the February 2025 Vouchers in the amount of \$935,361.62.
- V.24. Approval of Professional Service Agreement with Bulley & Andrews – Leisure Center
Motion: I move to approve the Professional Service Agreement with Bulley & Andrews of Chicago, Illinois, for Construction Manager at Risk services for the Leisure Center renovation. The agreement includes a Fixed Fee for General Conditions of \$358,570, Reimbursable Expenses not to exceed \$184,594, and the following fees as percentage of hard construction costs: a 3.25% Construction Manager’s fee, 1% liability insurance, 0.15% builder’s risk insurance, 1.2% subcontractor default insurance, and a 1% performance and payment bond fee.
- V.25. Approval of Wood Oaks Green South Parking Lot Replacement, Bid #2274
Motion: I move to approve the Wood Oaks Green South Parking Lot Replacement, Bid #2274 to Accu-Paving Co. of Broadview, Illinois in the amount of \$232,100 and a not-to-exceed additional contingency in the amount of \$120,000 for potential sub-base parking lot repairs, additional testing and proof rolling activities.
- V.26. Approval of Asphalt Maintenance & Repairs Various Locations, Bid #2275
Motion: I move to approve the Asphalt Maintenance & Repairs Various Locations, Bid #2275 to Patriot Maintenance of Mundelein, Illinois in the amount of \$68,000.
- V.27. Approval of Techny Prairie Park and Fields Warming Shelter Roof Replacement
Motion: I move to approve the Techny Prairie Park and Fields Warming Shelter Roof Replacement in the amount of \$34,000 to Anthony Roofing, Tecta America LLC of Aurora, Illinois via OMNIA Partners 04-29 JOC Contract.
- V.28. Acceptance of Public Relations Strategy
Motion: I move to accept the Public Relations Strategy as presented.

Roll Call: President Chalem, Vice President Goodman, Commissioner Kumar and Commissioner Schyman
Motion Passed: 4 ayes; 0 nays; 3 absent

ACTION ITEMS

- VI.29. Approval of Amending the Conduct Ordinance 15-O-7 Section 2.15 Use of Restrooms, Washrooms and Locker Rooms
At the Committee-of-the-Whole Meeting on Monday, March 10, Commissioners engaged in discussion regarding amendments to Section 2.15 f. Director Loftus provided an update and information received from legal counsel. The following clause has been recommended to be included in f. “who remains within a reasonable proximity.” Commissioners engaged in a question-and-answer session. President Chalem called for additional discussion. Hearing none, the following motion was made.
- Motion:** Commissioner Schyman moved to approve the following revisions to Conduct Ordinance 15-O-7 Section 2.15 Use of Restrooms, Washrooms, Dressing Rooms and Locker Rooms: delete section e. Individuals may not use restrooms, washrooms and locker rooms designated for families and add:
- d. All single-occupancy restrooms, washrooms, dressing rooms and locker rooms are designated as gender-neutral, and available for use by all.

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- e. Except as provided herein, no Person eight (8) years of age and older shall use any restroom, washroom, dressing room or locker room designated for the opposite sex.
- f. No Person seven (7) years of age or younger shall use any restroom, washroom, dressing room, or locker room unless accompanied by a Person over the age of sixteen (16) who remains within a reasonable proximity.
- g. Children seven (7) years of age and under may use restrooms, washrooms, dressing rooms and locker rooms designated for the opposite sex when a single-occupancy restroom, washroom, dressing room or locker room is unavailable.
- h. Transgender individuals may use the restroom, washroom, dressing room or locker room consistent with their gender identity.

Commissioner Silverman seconded the motion.

Roll Call: President Chalem, Vice President Goodman, Commissioner Kumar and Commissioner Schyman
Motion Passed: 4 ayes; 0 nays; 3 absent

V.23. Approval of Oaklane Park Pickleball Court Repurposing Sport Court Concept Options

Commissioner Schyman thanked Mr. Lynk for his comments and noted that the renovation of Oaklane Park was built with the intention of expanding pickleball courts based on public input. He thanked the surrounding neighbors for their patience and looks forward to seeing people enjoying the park in the future.

Motion: Commissioner Schyman moved to approve the Oaklane Park Pickleball Court Repurposing Sport Court Concept Options 1, 2 and 3 be made available to the public for comment. Commissioner Silverman seconded the motion.

Roll Call: President Chalem, Vice President Goodman, Commissioner Kumar and Commissioner Schyman
Motion Passed: 4 ayes; 0 nays; 3 absent

NEW BUSINESS – NONE

UNFINISHED BUSINESS – NONE

EXECUTIVE DIRECTOR'S REPORT

- 1) The Parks Department is in the process of preparing parks and facilities for spring usage.
- 2) The Practice Range at Heritage Oaks Golf Club opened on Tuesday, March 18. The Classic 18 and Legacy 9 will open on Friday, March 21. Anetsberger Golf Course will open on Saturday, March 29.
- 3) The Marketing & Communications (M&C) Division held a two-part Website Redesign meeting today in the Community Room at the Sports Center. The first session was held with front line staff to gather input on the likes/dislikes, pain points for our customers, and “must-have” features. The group participated in interactive activities to collect data. The second session was held with a smaller group of staff, to continue the discussion with an assessment of the needs of our users and the way the site is laid out. The M&C Division will be seeking input from staff and the community on the organization of the new website in the future.
- 4) Brunch with the Bunny will be held on Saturday, April 12 from 10-11:30am at the Leisure Center. Registration is required.
- 5) On February 28, Executive Director Leiner attended the Joint Committee Legislative Breakfast at the Vernon Hills Park District.
- 6) On March 8, Executive Director Leiner attended the Employee Appreciation Dinner.

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- 7) On March 13, Executive Director Leiner attended the Northbrook Chamber of Commerce meeting.
- 8) On March 14, the Park District hosted Leadership Northbrook at Heritage Oaks Golf Club. The Senior Leadership Team joined 18 attendees for a 30-minute breakfast meet-and-greet followed by a 60-minute presentation about the District.
- 9) Executive Director Leiner attended a monthly lunch meeting with Village Manager Pavlicek and School District Superintendents.

COMMISSIONER REPORTS

Commissioner Silverman

- 1) No report.

Commissioner Schyman

- 1) Congratulations to Commissioner Chambers on accepting the Vice Chair position with the Illinois Association of Park Districts.

Commissioner Chambers

- 1) Attended an IAPD meeting to begin organizing the 2026 IAPD/IPRA Soaring to New Heights Conference.
- 2) Village Green Park looks good.

Vice President Goodman

- 1) Enjoyed Light Up the Night family dance with his daughter
- 2) Will be at Acorn Grill + Terrace with his friends on Thursday for the opening games of March Madness.

PRESIDENT'S REPORT

- 1) Sorry she was unable to attend the Employee Appreciation Dinner.
- 2) Call for volunteers to head the 2025-2026 Nominating Committee. President Chalem and Commissioner Schyman will be the Committee. Commissioners interested in being President or Vice President should contact a Committee member.

NEXT MEETING

President Chalem announced the next meeting of the Board of Commissioners will be the Regular Board Meeting on Wednesday, April 23, 2025 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 7:26pm. 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