



## 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, June 16, 2025 in the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

### CALL TO ORDER AND ROLL CALL — COMMITTEE-OF-THE-WHOLE MEETING

President Goodman called the Committee-of-the-Whole Meeting to order at 6:30pm.

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

Commissioners Absent: Commissioners Mirza and Silverman

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

### RECOGNITION OF VISITORS – NONE

### APPROVAL OF AGENDA

President Goodman called for a motion to approve the Agenda. Commissioner Chambers moved to approve the Agenda as proposed. Vice President Chao seconded the motion.

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

*Motion Passed: 5 ayes; 0 nays; 2 absent*

### APPROVAL OF MINUTES

Minutes of the Committee-of-the-Whole Meeting of May 19, 2025 and May 21, 2025 were previously distributed and reviewed. President Goodman 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 May 19, 2025 and May 21, 2025 as presented. Commissioner Kumar seconded the motion.

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

*Motion Passed: 5 ayes; 0 nays; 2 absent*

### INFORMATIONAL ITEMS / VERBAL UPDATES

#### **Wood Oaks Green Park Request for Land Transfer/Lease**

Executive Director Leiner and President Goodman attended a meeting on June 2 with Village Manager Pavlicek and President Ciesla to discuss an informal request to transfer 6.5 acres of Wood Oaks Green Park to the Village of Northbrook to construct a new police station. Commissioners engaged in a question-and-answer session.

#### **Open Space Lands Acquisition and Development (OSLAD) Grant Opportunity**

Executive Director Leiner provided background information on an upcoming Open Space Lands Acquisition and Development (OSLAD) Grant opportunity for FY 2025. Staff recommend pursuing a grant application focused on Techny Prairie Park and Fields (TPPF). Commissioners engaged in a question-and-answer session. Commissioners

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directed staff to proceed with the OSLAD grant application for TPPF with the understanding that the budget for this project is likely to be between \$2-\$3 million.

## **4<sup>th</sup> of July Update**

Director Loftus provided a 4<sup>th</sup> of July event update. The Liberty Loop and Lap will be held at Techny Prairie Park and Fields at 7:30am, the parade begins at 4pm with the same route as 2024, pre-fireworks events are scheduled from 7-9pm at Meadowhill Park and the Velodrome. Fireworks are scheduled to begin at dusk. Rotary is sponsoring family games and will be providing popcorn. Director Loftus thanked Facility Supervisor Cohen for doing a phenomenal job organizing this year's parade. Supervisor Cohen has maintained close contact with parade entries and collaborated with the Marketing team throughout the planning process. Thanks to her efforts, the District has 54 entries with several local businesses joining the parade for the first time. Commissioners engaged in a question-and-answer session.

## **NEW BUSINESS**

### **Administration and Finance**

#### *Consider May Voucher Report*

Executive Director Leiner addressed one question received prior to the Meeting regarding the Meadowhill Aquatic Center budget review. When the project is completed and the final Open Space Lands Acquisition and Development (OSLAD) grant payment is received, the project can be closed out and a final budget prepared. President Goodman called for questions. Hearing none, Vice President Chao made a move to recommend the Board approve the May 2025 vouchers in the amount of \$1,730,447.09 to the full Board for approval. Commissioner Risdon seconded the motion.

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

*Motion Passed: 5 ayes; 0 nays; 2 absent*

#### *Public Relations Strategy Implementation Plan Update*

Director Scovic provided an update on the implementation of the Public Relations Strategy Plan. Staff are seeking Board consensus regarding which of the Board tactics staff should facilitate. Director Scovic conducted a page turn of the Plan and the Commissioners engaged in a question-and-answer session.

#### *Consider Leisure Center Renovation – Facility Name*

Director Scovic provided background information on the Leisure Center Renovation Facility Name survey. The District received 908 survey responses and the vote from the community was 555 votes (61.12%) for Northbrook Community Center and 353 votes (38.88%) for Northbrook Recreation & Arts Center. President Goodman called for questions. Hearing none, Vice President Chao moved to change the name of the Leisure Center to Northbrook Community Center to the full Board for approval. Commissioner Risdon seconded the motion.

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

*Motion Passed: 5 ayes; 0 nays; 2 absent*

### **Parks and Properties**

#### *Consider Leisure Center Renovation Access Control & Security, Bid #2279*

Director Kim provided background information on the third and final bid package for the Leisure Center renovation project, Access Control & Security, Bid #2279. Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, Vice President Chao moved to approve the Leisure Center

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Renovation Trade Package #27b Security Access & Control, Bid #2279 to Pace Systems, Inc. of Naperville, Illinois in the amount of \$166,710.26 to the full Board for approval. Commissioner Risdon seconded the motion.

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

*Motion Passed: 5 ayes; 0 nays; 2 absent*

## **Policy**

*Consider Revision to the Northbrook Park District Conduct Ordinance 15-O-7 Section 2.17 Posting Printed or Written Material on Public Places and Objects*

Executive Director Leiner provided background information on the proposed revision to the Northbrook Park District Conduct Ordinance 15-O-7 Section 2.17 Posting Printed or Written Material on Public Places and Objects. Staff identified the Ordinance does not specifically prohibit the display of memorial or ceremonial ribbons on trees or light poles located on District property. Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, Commissioner Chambers moved to approve the revisions as presented to Section 2.17 Posting Printed or Written Material on Public Places and Objects of the Northbrook Park District's General Conduct Ordinance No. 15-O-7 to the full Board for approval. Commissioner Risdon seconded the motion.

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

*Motion Passed: 5 ayes; 0 nays; 2 absent*

## **Recreation**

*Change in Kids' Corner Operations*

Director Loftus provided an update on the operations of Kids' Corner located at Techny Prairie Activity Center. Kids' Corner officially opened in April 2022 and operated seven days a week from 7am-12pm with additional evening hours two days a week. After four consecutive weeks of no use during the evening times, those hours were discontinued in 2023. Staff continued to monitor usage in 2024 and adjusted operating hours to better align with drop-off patterns. Despite additional marketing campaigns to promote Kids' Corner, usage has continued to decline, and Kids' Corner will permanently close on July 31, 2025. Superintendent Shea and her team are researching athletic programming and senior wellness programs to utilize the space. Commissioners engaged in a question-and-answer session.

## **OLD BUSINESS**

*Meadowhill Aquatic Center Update*

Executive Director Leiner provided an update on the inspection process at Meadowhill Aquatic Center. On June 13, the facility was licensed to reopen. Staff determined that the pool heaters were not functioning properly, and the water temperature was not at an acceptable level to fully open. The soft opening of the Children's Pool has worked well for Aquatics staff and has allowed the Maintenance staff to spend additional time learning how to operate a brand-new facility.

## **ADJOURN**

With no further business to come before the Board, President Goodman made a motion to adjourn the Committee-of-the-Whole Meeting at 8:31pm. Commissioner Chambers seconded the motion. The motion was unanimously approved on a voice vote.

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Respectfully submitted,  
NORTHBROOK PARK DISTRICT

/s/ Chris Leiner

Chris Leiner, Secretary

Board of Commissioners/wap