



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

Joe Doud Administration Building
545 Academy Drive
Northbrook, IL 60062
847-291-2960
nbparks.org

MINUTES of the Committee-of-the-Whole Meeting of the Northbrook Park District Board of Commissioners held in person on Monday, August 18, 2025, 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, Risdon and Silverman

Commissioner Absent: Commissioner Mirza

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

Staff Present: Directors Kim, Loftus, Olas and Scovic; Business Manager Drahos; Superintendent of Recreation & Arts Sweet; Planning Manager Wrobel

Guests: Chris Johlle, Littler Mendelson, P.C. (left at 7:12pm); Nicole Karas, Robbins Schwartz (arrived at 7:15pm; left at 7:52pm); Steve Konters, Hitchcock Design Group (arrived at 7:52pm; left at 9:15pm)

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. Commissioner Silverman seconded the motion.

Roll Call: President Goodman, Vice President Chao, Commissioner Chambers, Commissioner Kumar, Commissioner Risdon 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 July 14, 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 July 14, 2025 as presented. Commissioner Silverman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

MOVE INTO CLOSED SESSION TO DISCUSS PENDING OR IMMINENT LITIGATION 5 ILCS 120/2(c)(11)

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

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

Motion Passed: 6 ayes; 0 nays; 1 absent

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Moved into Closed Session at 6:31pm.
Reconvened in Open Session at 7:11pm.

INFORMATIONAL ITEMS / VERBAL UPDATES

Demolition of Heritage Oaks Golf Club Pump House, Techny Prairie Park and Fields Sled Hill Building and Wood Oaks Green Park Sled Hill Building

Director Kim provided background information on the demolition of the Heritage Oaks Golf Club Pump House, Techny Prairie Park and Fields Sled Hill Building and the Wood Oaks Green Park Sled Hill Building. The three structures have been out of service for an extended period and have deteriorated to the point of requiring demolition. The work will be completed in-house, and permits have been obtained.

Senate Bill 1612 Increases Bid Limits

On August 1, 2025, Governor Pritzker signed Senate Bill 1612 that Governor Pritzker signed into law on August 1, 2025. The law modifies the competitive bidding threshold for supplies and materials from \$30,000 to \$60,000. Contracts exceeding \$60,000 must go out for a competitive bid. Executive Director Leiner will present a revised Purchasing Policy to the Board at the September 8, 2025 Committee-of-the-Whole Meeting.

NEW BUSINESS

Policy

Consider Resolution 25-R-3, A Resolution Approving Policy for Park Board Commissioners' Remote Attendance at Meetings

Executive Director Leiner thanked Nicole Karas, legal counsel of Robbins Schwartz, for attending the meeting. Executive Director Leiner provided background information on the current Board Policy for Park Board Commissioners' Remote Attendance at Meetings. Following the direction of the Board staff and Ms. Karas developed a Policy allowing remote attendance at up to two Regular Board Meetings per year. The proposed change is more restrictive than the Illinois Open Meetings Act. Commissioners engaged in discussion.

President Goodman called for additional discussion. Hearing none, President Goodman moved to amend Section 6.2 Meeting Attendance in the Board Policy Manual to replace the existing language with updated Northbrook Park District Policy and Rules for Remote Attendance at Board and Committee Meetings as amended to the full Board for approval. Commissioner Silverman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

President Goodman moved to approve Resolution 25-R-3, a Resolution for Park Board Commissioners' Remote Attendance at Meetings to the full Board for approval. Commissioner Silverman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

Consider Ordinance 25-O-5, an Ordinance Providing for the Declaration of Vacancy on the Board of Park Commissioners

Executive Director Leiner provided background information on the new Ordinance Providing for the Declaration of Vacancy on the Board of Park Commissioners. At the Direction of the Board staff and Counsel drafted the proposed Ordinance that will allow the Board to declare a Commissioner's seat vacant if they attend less than 70% of the

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regularly scheduled Regular Board and Committee-of-the-Whole Meetings over any 12-month period. To stay in good standing, a Commissioner would need to attend at least 16 of the 23 meetings typically held each year. A Commissioner missing more than seven meetings in a rolling 12-month period could result in the Board declaring the position vacant. Commissioners engaged in discussion. By consensus, Commissioners stated that an individual Commissioner would pay for legal fees incurred on their behalf. President Goodman called for additional discussion. Hearing none, President Goodman moved to adopt Ordinance 25-O-5, an Ordinance Providing for Declaration of Vacancy on the Board of Park Commissioners as amended to the full Board for approval. Commissioner Chambers seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

Consider Revision to the Northbrook Park District Conduct Ordinance 15-O-7 Section 4.35 Weapons and Firearms
Executive Director Leiner reviewed the memo regarding the proposed revision to Section 4.35 Weapons and Firearms to comply with changes in the law and to incorporate recommendations from the Park District Risk Management Agency (PDRMA) and the Illinois Association of Park Districts (IAPD), requests from the Village of Northbrook and best practices. Nicole Karas, legal counsel of Robbins Schwartz attended the meeting to discuss the proposed revisions. Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, President Goodman moved to approve the revisions as presented to Section 4.35 Weapons and Firearms of the Northbrook Park District's General Conduct Ordinance No. 15-O-7 to the full Board for approval. Commissioner Silverman seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

Parks and Properties

Techny Prairie Park and Fields OSLAD Grant Draft Concept Plan Presentation

Executive Director Leiner provided an update on the Techny Prairie Park and Fields OSLAD Grant application process. The purpose of the presentation is to discuss the scope of the grant and determine whether any focus areas should be revised. Steve Konters, Hitchcock Design Group, presented a draft site masterplan and discussed elements for inclusion in the OSLAD grant application. Key areas of discussion included the playground, shelter renovations, the Trail Through Time and pond improvements, batting cage renovations and the warming shelter plaza. Additional topics included baseball and softball fields, and synthetic turf. Commissioners engaged in a question-and-answer session. The Board provided additional feedback for Mr. Konters and staff for further refinement of the concept plan.

Consider West Park Playground Equipment Options

Director Kim provided background information on three proposed West Park playground equipment options to be made available for public voting. In May, the District conducted a public survey on playground design components and many respondents expressed interest in creating a unique playground experience. The most popular theme was treehouse, followed by garden/nature/insect with animals a close third. The Planning Team also received feedback from staff at Northern Suburban Special Recreation Association (NSSRA). Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, President Goodman moved to approve the three West Park Playground Equipment design concepts provided by GameTime, Kompan and Playworld to be made available to the public for voting to the full Board for approval. Vice President Chao seconded the motion.

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

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Motion Passed: 6 ayes; 0 nays; 1 absent

Consider Surplus Ordinance 25-O-4 Park District Equipment

Director Kim provided background information on the recommended equipment list to be declared as surplus Park District equipment to be sold, traded or discarded, whichever is the best method of disposal. President Goodman called for questions. Hearing none, President Goodman moved to approve Surplus Ordinance 25-O-4, Park District equipment to the full Board for approval. Commissioner Chambers seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

Consider Heritage Oaks Golf Club Shade Structure Installation, Bid #2280

Director Kim provided background information on the Heritage Oaks Golf Club Shade Structure Installation, Bid #2280. Alternate #1 is to expand asphalt pavement removal for shade structure installation to increase an aesthetically pleasing shape, rather than the minimal removal that would resemble patchwork. This option will replace four small, high-traffic grass areas that are difficult to maintain with a new concrete hardscape, enhancing the overall appearance of the hitting area. President Goodman called for questions. Hearing none, President Goodman moved to approve the Heritage Oaks Golf Club Shade Structure Installation Bid #2280 Base Bid install in the amount of \$129,654, Base Bid electrical work in the amount of \$17,167 and Alternate #1 in the amount of \$17,610 for a total award of \$164,431 to Mag Construction of Highland Park, Illinois to the full Board for approval. Commissioner Risdon seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

Consider Resolution 25-R-2 Open Space Lands Acquisition and Development (OSLAD) Grant Application Resolution for Techny Prairie Park and Fields Renovation Project

Executive Director Leiner reviewed the application process for an Open Space Lands Acquisition and Development (OSLAD) Grant. The authorization of the Resolution is a required component of the grant but does not commit the District to apply for the grant. The deadline to submit the OSLAD Grant application is September 30, 2025. President Goodman called for questions. Hearing none, President Goodman moved to approve Resolution 25-R-2, the Open Space Lands Acquisition and Development Grant Application Resolution of Authorization for the Techny Prairie Park and Fields Renovation Project to the full Board for approval. Commissioner Chambers seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

Administration and Finance

Consider July Voucher Report

Director Tokar received questions in advance of the Committee-of-the-Whole Meeting and provided additional information. President Goodman called for questions. Hearing none, President Goodman moved to recommend the Board approve the July 2025 vouchers in the amount of \$1,690,874.25 to the full Board for approval. Vice President Chao seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

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Consider Recreation Guide Printing, Bid #2281

Director Scovic provided background information on Recreation Guide Printing, bid #2281. President Goodman called for questions. Hearing none, President Goodman moved to approve the Recreation Guide Printing, Bid #2281 Base Bid Option B from K. K. Stevens Publishing Company of Astoria, Illinois in the amount of \$152,393.78 for a three-year contract (September 2025 to August 2028) to the full Board for approval. Vice President Chao seconded the motion.

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

Motion Passed: 6 ayes; 0 nays; 1 absent

OLD BUSINESS - NONE

ADJOURN

With no further business to come before the Board, Commissioner Silverman made a motion to adjourn the Committee-of-the-Whole Meeting at 10:00pm. Commissioner Chambers seconded the motion. The motion was unanimously approved on a voice vote.

Respectfully submitted,
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/s/ Chris Leiner
Chris Leiner, Secretary
Board of Commissioners/wap