



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, March 9, 2026, 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 (arrived at 6:31pm), Kumar, Risdon (arrived at 6:36pm) and Silverman

Commissioners Absent: Commissioner Mirza

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

Staff Present: Directors Baron, Kim, Loftus and Olas; Marketing Manager Noens

Staff Absent: Director Scovic

RECOGNITION OF VISITORS – NONE

APPROVAL OF AGENDA

President Goodman called for a motion to approve the Agenda. Commissioner Kumar 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 Silverman voted aye.

Motion Passed: 6 ayes; 0 nays; 2 absent

APPROVAL OF MINUTES

Minutes of the Committee-of-the-Whole Meeting of February 9, 2026 and the Special Committee-of-the-Whole Meeting of February 25, 2026 were previously distributed and reviewed. President Goodman called for any changes to the Minutes. Hearing none, Commissioner Silverman made a motion to approve the Minutes of the Committee-of-the-Whole Meeting of February 9, 2026 and Special Committee-of-the-Whole Meeting of February 25, 2026 as presented. 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

INFORMATIONAL ITEMS / VERBAL UPDATES

Executive Summary of Proposed Cost-Share Hickory Point School Gymnasium/Multi-Purpose Space Construction
Executive Director Leiner presented an overview of a proposed cost-share agreement with School District 27 for the construction of a gymnasium/multi-purpose space at Hickory Point School. In early February, Executive Director Leiner, Director Loftus, and President Goodman met with Superintendent Dieter and Superintendent of Finance & Operations Rio to discuss a potential partnership. At the conclusion of the meeting, Superintendent Dieter formally requested financial support from the Park District for the project. At the February 25, 2026 Regular Board Meeting, the Board of Commissioners expressed initial support for the concept but did not take formal action. The Board directed staff to continue fact-finding, evaluate financial considerations, and further develop the potential

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partnership structure. Staff discussed the Park District's previous partnership with School District 28 in 2012 for the construction of the gymnasium at Greenbriar School, which has been successfully used for Park District programming and community recreation. Director Loftus provided background on the Park District's use of shared school gymnasium facilities for recreation programs, camps, and community activities. Executive Director Leiner also provided an overview of the Park District's current financial position and its ability to participate in a cost-share project. Commissioners engaged in a question-and-answer session. The Board requested that Executive Director Leiner prepare a formal Executive Summary outlining the proposed partnership, financial considerations and key terms for a potential intergovernmental agreement before proceeding with a draft intergovernmental agreement.

Discuss Closed Session Minute Release Philosophy

Executive Director Leiner reviewed the Park District's closed session and minute review and release process. Historically the review has primarily been focused on the destruction of verbatim recordings of closed sessions after the required 18-month retention period. The other part of the review process is determining whether closed session minutes should be released from confidentiality and made available to the public. Legal counsel has advised that the Park District is not legally required to release closed session minutes. In discussion, Executive Director Leiner shared it is a best practice to release minutes when the topic discussed no longer requires confidentiality. Commissioners engaged in a question-and-answer session. By consensus, the Board agreed to review closed session minutes every six months to determine release of closed session minutes.

NEW BUSINESS

Parks and Properties

Consider West Park and Crestwood Park Synthetic Turf Safety Surface Purchase and Installation

Director Kim provided background information on the West Park and Crestwood Park synthetic turf safety surface purchase and installation. Synthetic turf safety surface is a Park District standard for Community Parks and is a new standard for fitness equipment. President Goodman called for additional questions. Hearing none, Commissioner Chambers moved to approve the West Park Synthetic Turf Safety Surface installation in the amount of \$243,128.00 and the Crestwood Park Synthetic Turf Safety Surface installation in the amount of \$20,501.46 for a total amount of \$263,629.46 to ForeverLawn of Louisville, Ohio through the Sourcewell Contract #031622-FVL 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

Consider Asphalt Maintenance and Repairs Various Locations

Director Kim provided background information on asphalt maintenance and repairs at various Park District locations. The Meadowhill Park path, south of the Velodrome and Meadowhill Aquatic Center, will have sealcoating, crack filling and cut and patch repair on selected sections of the path. Wescott Park work includes three-inch removal and replacement of the path south of the ballfield to the playground. Heritage Oaks Golf Club work includes two-inch removal and replacement of section of golf cart paths. President Goodman called for questions. Hearing none, Commissioner Chambers moved to approve the Asphalt Maintenance and Repairs at Various Locations in the amount of \$44,567.71 for work at Wescott Park and Meadowhill Park, and asphalt repairs at Heritage Oaks Golf Club for unit price amount not to exceed \$2.75 per square foot for an amount of \$30,000.00 to A&A Paving of Roselle, Illinois utilizing TIPS Contract #240101401 for a total award of \$74,567.71 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 Renewal of Mowing Service Contract – Central, Bid #2255

Director Kim provided background information on the renewal of the Mowing Service Contract – Central, Bid #2255 for year three of the three-year bid. The bid consists of the contractor providing weekly mowing service to the District's Central area of Village Green Park, Meadowhill Park, Meadowhill Aquatic Center, Techny Prairie Park and Fields and Northbrook Junior High School. Alternate #2 provides an additional mowing service at Village Green Park for a total of two mowings per week. President Goodman called for additional questions. Hearing none, Commissioner Chambers moved to approve the renewal of the Mowing Service Contract – Central, Bid #2255 for year three of the three-year bid to Apex Landscaping of Hawthorn Woods, Illinois in the amount of \$60,146.66 plus Alternate #2 (Village Green Park) in the amount of \$4,581.85 for a total amount of \$64,728.51 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

Administration and Finance

Consider February Voucher Report

Director Tokar did not receive any voucher questions prior to the Committee-of-the-Whole Meeting. President Goodman called for questions. Hearing none, Vice President Chao moved to recommend the Board approve the February 2026 vouchers in the amount of \$1,023,075.41 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 Disclosure, Consent and Waiver of Conflicts of Interest Robbins Schwartz

Executive Director Leiner provided background information on the Disclosure, Consent and Waiver of Conflicts of Interest with Robbins Schwartz. The Wheeling Park District and Northbrook Park District are preparing to enter into an intergovernmental agreement. Robbins Schwartz represents both parties and professional conduct rules require disclosure of this potential conflict and written consent from both parties before proceeding with dual representation. Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, Vice President Chao moved to consent to Robbins Schwartz's described dual representation of the Wheeling Park District and Northbrook Park District in the preparation of an Intergovernmental Agreement between the parties and the provision of legal representation to both parties in connection with the same 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

Recreation

Divestiture of the Lending Closet at the Northbrook Community Center

Director Loftus provided a historical overview of the Lending Closet. In September 2009, the Northbrook Nurses Club dissolved and closed the program. The Lending Closet reopened in October 2009 at the Leisure Center, where it remained until July 2025, when the facility closed for renovation. Staff have received minimal inquiries regarding the Lending Closet during the facility renovation. Director Loftus recommended divesting the program as a best practice, noting it does not align with the Park District's core mission to deliver innovative park and recreation services.

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Executive Director Leiner added that staff are not trained to operate the medical equipment, and items are often returned in unsanitary condition, requiring additional handling and cleaning. As part of the transition, the website will be updated and staff will be provided with a list of community partners for referrals. Commissioners engaged in discussion.

OLD BUSINESS

Policy

Consider Resolution 26-R-1 Board Policy Manual

Executive Director Leiner noted that Resolution 26-R-1 Board Policy Manual was discussed at the February 9, 2026 Committee-of-the-Whole Meeting. Commissioner Silverman called for questions. Hearing none, Commissioner Risdon moved to approve Resolution 25-R-1, a Resolution approving the 2026 Amended and Restated Northbrook Park District Board Policy Manual to the full Board for approval. Commissioner Kumar 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

ADJOURN

With no further business to come before the Board, Commissioner Silverman made a motion to adjourn the Committee-of-the-Whole Meeting at 7:56pm. 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