



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, April 13, 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, Kumar, Mirza, Risdon and Silverman

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

Staff Present: Directors Baron, Kim, Loftus, Olas and Scovic; Administrative Assistant Taylor; Business Manager Drahos

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 Mirza, Commissioner Risdon and Commissioner Silverman voted aye.

Motion Passed: 7 ayes; 0 nays

APPROVAL OF MINUTES

Minutes of the Committee-of-the-Whole Meeting of March 9, 2026 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 March 9, 2026 as presented. Commissioner Silverman seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

INFORMATIONAL ITEMS / VERBAL UPDATES

Technology Resources and IT Assessment

Director Tokar provided an update on the L6 Technology comprehensive IT assessment that was completed in 2025. The IT Department will be engaging a third-party consultant to provide additional support beyond the workload of a two-person department. A consultant recommendation will be presented to the Board at a future Committee-of-the-Whole Meeting. Commissioners engaged in a question-and-answer session.

Crisis Communications Procedure Manual Status Update

Director Scovic presented the draft Crisis Communications Procedure Manual. The manual was developed as a supplement to the Crisis Management Plan. Commissioners engaged in a question-and-answer session.

NORTHBROOK PARK DISTRICT

NEW BUSINESS

Administration and Finance

Consider March Voucher Report

Director Tokar reported that two voucher-related questions were received prior to the Committee-of-the-Whole Meeting. The first question pertained to a payment made to Marquee Health for the employee wellness program, which provides baseline health assessments for full-time Non-Bargaining Unit employees. The second question related to the budget status of the Northbrook Community Center Renovation Project. To date, approximately \$6.1 million has been spent. Commissioner Chambers inquired whether the Park District had explored Audubon Sanctuary Program certification for additional parks. Director Kim provided background information on the program and noted that one of the qualifications is the presence of a body of water on the property. Superintendent Meyer oversees the Audubon program certifications for the Park District. Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, Vice President Chao moved to recommend the Board approve the March 2026 vouchers in the amount of \$3,253,134.59 to the full Board for approval. Commissioner Risdon seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Quarterly Financial Update

Director Tokar provided a financial update of preliminary results for the three months ending March 31, 2026. Highlights and key takeaways included strong cashflow of grant money and taxes received, favorable investment income and current tracking to budget. Commissioners engaged in a question-and-answer session. Commissioners thanked Director Tokar for the quarterly financial update.

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

Vice President Chao reviewed the request for Commissioner Chambers to attend Parks Day at the Capitol and the 2026 Legislative Reception and Conference from May 4-6, 2026 in Springfield, Illinois. Vice President Chao called for questions. Hearing none, Vice President Chao moved to approve travel expenses for Commissioner Chambers to attend Parks Day at the Capitol and the 2026 Legislative Reception and Conference, as part of her Park Board of Commissioner responsibilities to the full Board for approval. Commissioner Risdon seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Consider Resolution 26-R-3, a Resolution Authorizing the Director of Finance to Serve as a Trustee of the Illinois Public Reserves Management Trust™

Director Tokar provided background information on his invitation to serve on the Illinois Public Reserves Investment Management Trust™ (IPRIME™) Board of Trustees in a non-compensated volunteer position. Commissioner Chambers congratulated Director Tokar on the opportunity. President Goodman called for questions. Hearing none, Vice President Chao moved to approve Resolution 26-R-3, a Resolution authorizing the Director of Finance to serve as a Trustee of the Illinois Public Reserves Investment Management Trust™ (IPRIME™) to the full Board for approval. Commissioner Risdon seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

NORTHBROOK PARK DISTRICT

Parks and Properties

Consider Professional Services Agreement with Gewalt Hamilton Associates, Inc. – Wood Oaks Green Park North Parking Lot Renovations

Director Kim provided background information on the Professional Services Agreement with Gewalt Hamilton Associates, Inc. for engineering services for the renovation of the Wood Oaks Green Park North Parking Lot Renovation. Commissioners engaged in a question-and-answer session. Commissioner Silverman expressed a philosophical opposition to converting green space into hardscape. President Goodman called for additional questions. Hearing none, Commissioner Chambers moved to approve the Professional Services Agreement with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois for engineering services for the renovation of the Wood Oaks Green Park North Parking Lot Renovations in the amount of \$87,300 to the full Board for approval. Vice President Chao seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Consider Professional Services Agreement with RVi – Techny Prairie Park and Fields Renovation

Director Kim provided background information on the Professional Services Agreement with RVi for landscape architectural services for the renovation at Techny Prairie Park and Fields. Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, Commissioner Chambers moved to approve the Professional Services Agreement for landscape architectural services for the renovation at Techny Prairie Park and Fields with RVi of Naperville, Illinois in the amount of \$135,000 for base services, \$15,000 in regulatory services, \$9,500 in bidding services, and a not to exceed \$2,500 in reimbursable expenses for a total amount of \$162,000 to the full Board for approval. Commissioner Risdon seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Consider Professional Services Agreement with RVi – West Park Renovation

Director Kim provided background information on the Professional Services Agreement with RVi for construction administration services for the West Park Renovation Project. Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, Commissioner Chambers moved to approve the Professional Services Agreement for construction administration services for the improvements at West Park with RVi of Naperville, Illinois in the amount of \$33,000 and a not to exceed amount of \$1,200 for reimbursable expenses for a total amount of \$34,200 to the full Board for approval. Vice President Chao seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Consider Techny Prairie Park and Fields Pathway Replacement Bid #2288

Director Kim provided background information on the Techny Prairie Park and Fields Pathway Replacement Bid #2288. The project scope includes replacing the asphalt around the basin. In 2025, the Park District was awarded a \$200,000 Illinois Department of Natural Resources (IDNR) Bike Path Grant for this project. Commissioners engaged in a question-and-answer session. President Goodman called for additional questions. Hearing none, Commissioner Chambers moved to approve the Techny Prairie Park and Fields Pathway Replacement Bid #2288 to Chicagoland

NORTHBROOK PARK DISTRICT

Paving Contractors, Inc. of Lake Zurich, Illinois in the amount of \$335,000 to the full Board for approval. Vice President Chao seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Commissioner Chambers moved to approve a contingency for use in path replacement at Techny Prairie Park and Fields in the amount of \$50,250 (15% of construction bid) to be expensed under the purchasing authority of the Executive Director to the full Board for approval. Vice President Chao seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Consider Athletic Field Improvements at Techny Prairie Park and Fields Softball Field #26, Meadowhill Park Baseball Field #2 and West Park Baseball Fields #16

Director Kim provided background information on the recommended athletic field improvements at Techny Prairie Park and Fields (TPPF) Softball Field #26, Meadowhill Park Baseball Field #2 and West Park Baseball Field #16. As part of the 2024 Field and Court Assessment, the report identified key improvements/repairs needed at high-use athletic fields with noticeable deficiencies. The proposed work includes field improvements focused on reducing clay migration and upgrading playing surfaces across three fields. Planned work includes adding sod buffers and clay enhancements at TPPF Softball Field #26, and full infield sod installation, regrading and limestone buffer installation with associated clay removal and site restoration at Meadowhill Park Field #2 and West Park Field #16. The project is anticipated to begin in mid-August with sequencing designed to minimize disruption based on field usage. President Goodman called for questions. Hearing none, Commissioner Chambers moved to approve the Athletic Field Improvements at Techny Prairie Park and Fields Softball Field #26, Meadowhill Park Baseball Field #2 and West Park Baseball Field #16 to Midwest Field Solutions of Elk Grove Village, Illinois for a total amount of \$171,000 to the full Board for approval. Midwest Field Solutions is a member of TIPS-USA, The Interlocal Purchasing System cooperative purchasing group. Vice President Chao seconded the motion.

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

Motion Passed: 7 ayes; 0 nays

Recreation

Northbrook Community Center Opening Framework

Director Loftus provided an update on the Northbrook Community Center renovation projects. The Park District is working toward obtaining a full Certificate of Occupancy (CO) from the Village of Northbrook, with timelines based on an anticipated approval by April 22, 2026. As construction nears completion, a phased reopening plan is being implemented. Some programs will temporarily remain at offsite locations until the facility is fully operational. Final site elements (landscaping, parking, signage) are still in progress. Staff are preparing for opening through training, coordinating delivery of furniture and equipment, and organizing program materials using temporary storage solutions. The phased approach is intended to ensure a smooth transition, allow for feedback, and support clear communication with the community. Additional details regarding a ribbon-cutting ceremony will be shared at a later date. Commissioners engaged in a question-and-answer session.

OLD BUSINESS – NONE

NORTHBROOK PARK DISTRICT

ADJOURN

With no further business to come before the Board, Commissioner Silverman made a motion to adjourn the Committee-of-the-Whole Meeting at 7:52pm. Commissioner Risdon 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