

VILLAGE OF NORTH BARRINGTON
PARKS AND RECREATION COMMISSION
SPECIAL MEETING MINUTES
December 9, 2025

Call to Order

The meeting was called to order at 5:34 p.m.

Roll Call

Roll Call was answered by Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood, and Tammie Mahoney. Kasia Lazar was absent. Also present was Daniel Grove of Kimley Horn (remotely), Village Administrator John Lobaito (remotely), and Administrative Assistant Sue Murdy.

Public Comment

There was no public comment.

Approve Minutes of November 11, 2025, Special Meeting

Motion by Jeff Harwood and seconded by Dwight Bennett to approve the Minutes of the November 11, 2025, Parks and Recreation Commission Special Meeting. On voice vote Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood and Tammie Mahoney voted AYE. No NAYS. Motion Carried.

New Items

The Commission discussed the outside tree of the Village Hall not being lit. It was agreed that next year, the Commission would put the lights on the tree before the cold snow started. The Commission will retrieve the deer out of the Village garage and place outside following this evening's meeting.

Initiative Updates

A. 5-Year Master Plan

Chairperson Lauffer stated he is pleased with drafts completed and presented by Kimley Horn for the implementation of the 5-Year Master Plan. He feels Kimley Horn is providing the Commission with good guidance and data.

B. Kimley Horn Update

The consultant, Daniel Grove from Kimley Horn, presented a draft needs assessment summary to the Commission, outlining a breakdown of itemized data relevant to the Village's current Parks and Recreation facilities and resources. The needs assessment was formulated from the three categories of resident interest and feedback.

- Initial Analysis
 - *Parks/Facilities
 - *Trails/Paths
 - *Natural Resources

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- Stakeholder Feedback
- Survey Results

Mr. Grove reviewed statistical graphs of Village facility analysis, community stakeholder interviews and resident surveys. There was discussion about the findings, and the Commission was pleased with the residents' responses. Mr. Grove also stated to the Commission that Kimley Horn was available to assist with various State and Local grant applications.

C. Next Steps

Kimley Horn will prepare a presentation for the Board of Trustees at the meeting on January 21, 2026. The goal is to consolidate all their findings into a compact presentation.

Kimley Horn would like to meet again with the Plan Commission. Kimley Horn will also develop supplemental content for the Village Website and social media.

Marketing Support

A. Intern/Volunteer/Social Media (Facebook)

Parks and Recreation Commission Member Tammie Mahoney's daughter is maintaining the Village Facebook page. She will add a Happy Holidays greeting to the Village page.

B. Website Update

The Commission now has a dedicated page on the new Village website. Eventually the page will display a slideshow of Parks & Recreation Commission events. Chairperson Lauffer would like to be the point of contact for the website updates. He has been in contact with Myriad to update the content on the website.

Budget Review and Updates

Chairperson Lauffer reviewed the Parks and Recreation Commission budget and was pleased to announce they are running under budget for the various events held in FYE 2026. Administrative Assistant Sue Murdy informed Chairperson Lauffer that the portable restroom at Eton Park is being provided at no charge by LRS, as stated in the new contract with the Village.

Recruitment Updates

Chairperson Lauffer announced there will be a new Parks and Recreation Commission member, Tony Kircher, who will be appointed to the Parks and Recreation Commission at the Board of Trustees meeting on December 17, 2025. There will be another new member appointed in the Spring of 2026.

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New Business

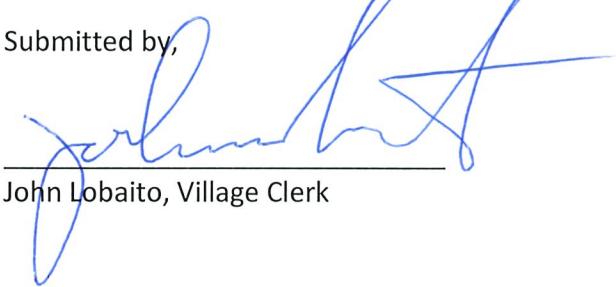
The Commission would like the parking lot at Eton Park to be plowed during the next snow event. Chairperson Lauffer presented the idea of a subcommittee of the Parks and Recreation Commission being formed. The subcommittee, possibly comprised of Village residents, would plan the annual Fall Festival.

Adjournment

Motion by Dwight Bennett and seconded by Tammie Mahoney to adjourn the meeting. On voice vote Chairperson David Lauffer, Dwight Bennett, Frank Fontana, Jeff Harwood and Tammie Mahoney voted AYE. No NAYS. Motion Carried.

The Meeting was adjourned at 6:31 p.m.

Submitted by,



John Lobaito, Village Clerk

