



Board of Park Commissioners Regular Board Meeting

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

June 28, 2017

Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois
7pm

AGENDA

1. Call to Order and Roll Call
2. Recognition of Visitors
3. Approval of Agenda
4. Approval of Minutes
 - a. Regular Board Meeting of May 24, 2017
5. Board Committee Reports
6. Consent Agenda

The matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the June 2017 Committee Meetings and are matters on which there was unanimity for placement on the Consent Agenda at this meeting. Consent Agenda items are those that are approved by one motion, unless any Board Member or staff requests an item be removed. If a Consent Agenda item(s) is removed it is then relocated to Action Items for discussion and consideration.

 - a. Approval of May 2017 Vouchers
 - b. Approval of Northbrook Sports Center Boiler Replacement, Bid #2126
 - c. Approval of Meadowhill Park Parking Lot Lighting Upgrade, Bid #2128
 - d. Approval of District Paving Additions, Replacement and Repairs, Bid #2129
 - e. Approval of the Purchase of a Replacement Fairway Mower
 - f. Approval of the Purchase of a Toro Workman Utility Vehicle with ProPass Spreader
7. Action Items
 - a. Adoption of Surplus Ordinance 17-O-5, Park District Equipment
 - b. Approval of Professional Services Contract for the Northbrook Sports Center Front Office and Vestibule Door Enclosure Project
 - c. Approval of Professional Services Contract for Meadowhill Park Master Plan Review & Update Project
8. Executive Director Report
9. Commissioner Reports
10. President's Report
11. Unfinished Business
12. New Business
13. Next Meeting
 - a. Regular Board Meeting, July 26, 2017, 7pm, Joe Doud Administration Building, 545 Academy Drive
14. Move into Closed Session to Discuss Performance of an Employee, Section 2(c)1
15. Return to Open Session
16. Adjourn

Copies to: Park Board, Attorney, Directors, All Staff and Park District Facilities, Northbrook Star, Village of Northbrook,
Posted on Park District Website: nbparks.org

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact Eileen Loftus, the Park District's ADA Compliance Officer, at the Park District's Administration Building by mail at 545 Academy Drive, Northbrook, Illinois 60062, by phone at (847) 291-2960, Monday through Friday 8:30am until 5:00pm, or by email to eloftus@nbparks.org at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter generally require at least 5 business days advance notice. For the deaf or hearing impaired, please use the Illinois Relay Center voice only operator at (800) 526-0857.

ORDINANCE NO. 17-O-5

NORTHBROOK PARK DISTRICT

AN ORDINANCE DECLARING CERTAIN NORTHBROOK PARK DISTRICT PERSONAL PROPERTY AS SURPLUS AND AUTHORIZING SALE OR DISPOSAL

* * *

WHEREAS, the Northbrook Park District, Cook County, Illinois (the "District") has accumulated certain personal property (the "Property") which has been used for various park and recreation purposes including:

Parks

- (1)-2011 RedMax Reciprocator Trimmer, Model SGCZ2401S, Serial #80603566
- (1)-1982 Teel 3" Water Pump Serial #459-5479
- (1)-1991 Teel 2" Water Pump Serial #3P526P
- (1)-2000 Bobcat 36" Walk Behind Mower Serial #9303030155
- (1)-2011 Jiffy 8000 Line Striper Model 8000
- (2)-2009 Stihl Back Pack Blower Model BR550, Serial # 277814967, Serial #277387945
- (1)-2001 Little Wonder Walk Behind Blower Serial # 990222YD

Golf

- (2250)- Dozen Pinnacle Range Balls
- (2)-3-Piece Tartan Artificial Turf Inserts
- (4)- Southwest Synthetic Turf Range Mats
- (1)-2006 John Deere Triplex Tee Mower Model 2500A Serial #TC250AG030133
- (1)-2007 John Deere Fairway Mower Model 3225-C Serial #TC3225C040358
- (1)-2008 Dakota Top Dresser Model 410, Serial #41028008
- (1)-2002 John Deere Pro Gator Model 2020, Serial #VG2020A030110
- (1)-2009 Toro MultiPro Sprayer, Model 41582, Serial # 290000206
- (4)-2005 Toro Flex 21 Walk Behind Greens Mowers Model 0421 Serial #250001080, 250001113, 250001116, 250001123
- (4)-2008 Toro Flex 21 Walk Behind Greens Mower Model 0422 Serial #280000673, 280000686, 280000780, 280000791
- (1)-2007 Ariens 21" Push Mower, Serial #1000415
- (1)-2008 Ariens 21" Push Mower, Serial #1003157
- (2)-2009 Toro 20" Self-propelled Mower Model 20194 Serial #290003474, 290000327
- (1)-2008 Toro Pro Force Tow Behind Blower Model 44538, Serial #280000381
- (1)-2011 Toro Pro Force Tow Behind Blower Model 44538, Serial #311000738
- (1)-2005 Generac Generator Model EXL4000 Serial #1011271798
- (1)-1993 Honda Generator Model GX140EG2200, Serial #3211492
- (1)-1997 Turfco Bunker Edger Serial #591526
- (1)-2006 Tanaka Trimmer Model TCB230, Serial #Y296475
- (2)-Unknown Kawasaki Back Pack Blower Model KRB750B, Serial #100007434, 100007900
- (1)-Unknown Kawasaki Back Pack Blower Model KRB400B Serial #HG400A020125
- (1)-2013 Stihl Chain Saw Model MS290 Serial #277223561
- (1)-1995 Bobcat 36" Walk Behind Mower Serial #93330040526
- (1)-1999 Bobcat 36" Walk Behind Mower Serial #9303011580

Leisure Services

- (1)- Harmsco Better Filter Base Kit Portable Pool Filter, Model BF155BKPSC, Serial 6803
- (1)- Maxi Sweep Pool & Fountain Portable Vacuum System, Serial B03041
- (1)- 2012 PAL Portable Aquatic Lift, Model 200-0000, Serial P6128
- (1)- PAL 1000 Portable Aquatic Lift, #1, no other identifying tag on unit
- (1)- 2006 Allen and Heath Audio Mixing Console Model GL 2800-24, Serial #L2K8-824002024
- (1)- 2006 Allen and Heath Power Supply for A&H GL 2800, Serial #RPS1112X033052
- (1)- 2006 LM Engineering Road Case for A&H Mixing Console
- (1)- 1993 Ramsa Audio Mixing Console Model WR-S4424 Serial #9310036
- (1)- 1993 Star Case Road Case for Ramsa Mixing Console
- (4)- 1993 EAW Loudspeaker, Model KF 300i Serial #3088, 3089, 3092, 3098
- (4)- 1993 EAW Monitor Speaker, Model SM 102 Serial #1004, 1005,1006,1009
- (4)- 2001-02 Community Subwoofer, Model XLT 509, Serial #92401, 92402, 92404, missing
- (2)- PAS Monitor Speaker, Model T1222 Serial #43103, 43216
- (1)- 1993 Crest Audio Amplifier, Model 7001 Serial #9302X06
- (3)- 1993 Crest Audio Amplifier, Model LA1201 Serial #9302X17, 9302X22, 9302X25
- (1)- 1995 Crest Audio Amplifier, Model LA1201 Serial #9504X77
- (2)- QSC Audio Amplifier, Model PLX 3002 Serial #070150196, 070150398
- (1)- QSC Audio Amplifier, Model PLX 2402 Serial #010150574
- (1)- 1989 JBL/Urei Audio Amplifier Model 6230 Serial #03273

- (2)- 1993 EAW Speaker Processor, Model MX 200i, Serial #3903004, 3902004
- (1)- 2001-02 DBX Speaker Processor, Model Driverack 480, Serial #00002167
- (1)- 1993 Zoom Effects Processor, Model 9120 Serial #1801
- (1)- 1993 Alesis Effects Processor, Model Quadraverb Serial #QV1115248
- (1)- 1993 Lexicon Effects Processor Model LXP 15 Serial #K0593-09237
- (2)- 2009 TC Electronics Dual Gate and Compressor, Model C300 Serial #8385993, 8385007
- (2)- 1993 Rane Dual Channel Graphic Equalizer Model ME 60 Serial #4467, 4557
- (2)- 1993 JBL/Urei 2 Channel Compressor Limiter Model M712
- (1)- 1993 ETA Power Conditioner Model PD10
- (1)- 2009 Gator Case 3 Space Equipment Case Model GR3s
- (1)- Gator Case 6 Space Equipment Case Model GR6s
- (1)- 1993 Star Rolling Rack for Audio Equipment Serial #91610
- (1)- Sennheiser Microphone Model 602e
- (4)- 2009 Sennheiser Microphone Model 604e
- (7)- Ultimate Speaker Stand
- (1)- 2006 On Stage Mixing Console Stand
- (1)- 1990 Yamaha Mixing Console Model PM 1800 Serial #QH01003
- (1)- 1990 Yamaha Power Supply for PM 1800 Model PW1800 Serial # PP01006
- (10)- Microphone Stands
- (8)- 25' Speaker Cable
- (2)- 50' Speaker Cable
- (1)- 1993 100' 24 Channel Microphone Snake
- (1)- 1993 25' 24 Channel Microphone Snake
- (1)- Dell Computer Monitor Model B9F Serial #cw-0c064646633439-1GJL

Administration-IT

- | | |
|---------------------------------|--|
| (1)-HP Design Jet Model T1120ps | Serial #MY8CH1C033 |
| (1)-Viewsonic PC Monitor | Serial #QXL0919B0479 |
| (1)-LG PC Monitor | Serial #9020XUX7U0N3206 |
| (1)- DELL PC Power Supply | Serial #194773 |
| (3)- Keyboards | Serial #65802160448, 908611892171, E145614 |
| (1)-HP Printer Drawer | Serial #CNBRC66504 |
| (1)-OptiPlex 760 | Serial #85N29K1 |
| (2)-HP Laptop Battery | Serial #6DJGHN8RY7V3YE, 6DJGHN7RY6E0TT |
| (1)-Dehumidifier | Serial #C191195460210318100971 |
| (1)- HP Printer C3916A | Serial #JPKF049610 |
| (1)-UPS Backup Battery | Serial #AS0236132260 |
| (1)-HP Officejet 7110 | Serial #CN53PSM0G7 |
| (1)-Power Amplifier 6230 | Serial #70b016696 |
| (2)- 47" VIZIO TVs | Serial #LASAEQBL0664231, LUPEQAK4502280 |
| (3)-CAT5e Patch Panels | |
| (1)-Phone USB Charger | |

WHEREAS, the District has determined that the Property is beyond its useful service life; and

WHEREAS, Section 8-22 of the Illinois Park District Code provides as follows:

“Whenever a park district owns any personal property that in the opinion of three fifths of the members of the board then holding office is no longer necessary, useful to, or for the best interests of the park district, three-fifths of the park board then holding office, at any regular meeting or at any special meeting called for that purpose, by ordinance, may authorize the conveyance or sale of the personal property in any manner that they may designate, with or without advertising the sale”; and

WHEREAS, this ordinance is being considered at a regular meeting of the Board of Park Commissioners of the District.

NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE NORTHBROOK PARK DISTRICT AS FOLLOWS:

Section 1. It is hereby found and determined by the Board of Park Commissioners that the Property is no longer necessary, useful to, or for the best interest of the District.

Section 2. That the District hereby authorizes staff to sell, trade, transfer, donate or convey the Property as follows:

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- (1)-2011 RedMax Reciprocator Trimmer, Model SGCZ2401S, Serial #80603566
- (1)-1982 Teel 3" Water Pump Serial #459-5479
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Administration-IT

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| (1)-OptiPlex 760 | Serial #85N29K1 |
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| (1)-Power Amplifier 6230 | Serial #70b016696 |
| (2)- 47" VIZIO TVs | Serial #LASAEQBL0664231, LUPEQAK4502280 |
| (3)-CAT5e Patch Panels | |
| (1)-Phone USB Charger | |

Section 3. The Property shall be conveyed in “as is condition” without any warranties, express or implied at the time the benefactor takes possession of the Property.

Section 4. This Ordinance shall be effective immediately upon passage and approval by a three-fifths majority of the members of this Board of Park Commissioners.

Section 5. All prior ordinances, resolutions, motions, orders or policies in conflict herewith, be and the same hereby are, repealed to the extent the conflict herewith.

Section 6. If any clause or provision of this Ordinance shall be adjudged invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other clause or provision, which shall remain in full force and effect.

PASSED: This 28th day of June, 2017

APPROVED: This 28th day of June, 2017

RECORDED: This 28th day of June, 2017

VOTES: Ayes:

Nays:

Absents:

ATTEST:

Secretary, Board of Park Commissioners
Northbrook Park District
Cook County, Illinois

President, Board of Park Commissioners
Northbrook Park District
Cook County, Illinois

DRAFT

STATE OF ILLINOIS)
) SS.
COUNTY OF COOK)

I, MOLLY HAMER, DO HEREBY CERTIFY that I am the duly elected, qualified and acting Secretary of the Northbrook Park District and of the Board of Park Commissioners of the Northbrook Park District; and that I have access to and am custodian of the official Minutes of the Meetings of the Board of Park Commissioners and of the Northbrook Park District.

I DO FUTHER CERTIFY that the above and foregoing is a true and correct copy (duplicate) of a certain Ordinance entitled:

ORDINANCE NO. 17-O-5

NORTHBROOK PARK DISTRICT

**AN ORDINANCE DECLARING CERTAIN NORTHBROOK PARK DISTRICT
PERSONAL PROPERTY AS SURPLUS AND AUTHORIZING SALE OR DISPOSAL**

That the foregoing was passed by the Board of Park Commissioners of said Northbrook Park District on the 28th day of June, 2017, and was on the same day executed by the President; that it was filed and recorded in the office of the Secretary of the Northbrook Park District, of which the foregoing is a true copy (duplicate) and is now on file in the office of such Secretary.

GIVEN under my hand and seal of the Northbrook Park District this 28th day of June, 2017.

Secretary
Northbrook Park District
Cook County, Illinois

(SEAL)



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

MEMORANDUM

To: Board of Commissioners
From: Ed Dalton, Director of Parks and Properties
Agenda Item: 7. c. Approval of Professional Services Contract for Meadowhill Park Master Plan Review & Update Project
Date: June 23, 2017

Staff Recommendation:

Staff recommends the approval of the professional services contract with RATIO Architects Inc. of Chicago, Illinois for landscape architectural and planning professional services at a fee that is still being negotiated and will be emailed to Board before the June 28th Board meeting.

Background & Analysis:

In 2010, Meadowhill Park went through a park master planning process that was driven by the results of the Community Needs Assessment and public input meetings. This project would review the results of the 2010 master planning process, including a program and analysis component, schematic design and an update to the Meadowhill Park Master Plan. As identified in the District's Comprehensive Master Plan (CMP), this park is the first to be considered for renovation.

RATIO Architects Inc. gave an impressive presentation to staff and Board members. Their presentation demonstrated that they are design-focused, have a community-based process and strive to present unique solutions – never “cookie cutter”. They are a national interdisciplinary firm, with over 100 staff members, and offer superior technical support (LiveDesign, video conferencing, etc.) and economic development services (through utilization of our CMP, demographics and gap analysis). Their references were checked and were all positive for quality of communication, design and service. The references included the Porter County Parks Department of Porter County, Indiana; the City of Nobelsville of Nobelsville, Indiana; and the Deerfield Park District of Deerfield, Illinois.

It is the opinion of staff that this firm would best represent the District's interests in this Master Plan Review & Update Project.

Explanation:

1. Budgeted Cost: \$30,000
2. Budget Source: 2017 Capital Improvement Plan
3. Legal Requirement: None

Motion:

The Parks and Properties Committee Chair moves to approve the contract for professional services with RATIO Architects Inc. of Chicago, Illinois for landscape architectural and planning professional services to the full Board for Approval.

Pc: Molly Hamer, Executive Director