



## Board of Park Commissioners Parks and Properties Committee Meeting Minutes

Joe Doud Administration Building  
545 Academy Drive  
Northbrook, IL 60062  
847-291-2960  
[nbparks.org](http://nbparks.org)

MINUTES of the Parks and Properties Committee Meeting of the Northbrook Park District Board of Commissioners held Wednesday, January 16, 2019 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The meeting was called to order at 7:02pm by Chair Chambers.

Members Present – Chair Chambers; Members Chalem and Ziering

Ex-Officio Members – Commissioners Randel, Schyman, Simon and Slepicka; Executive Director Hamer

Staff – Directors Baron, Dalton, Loftus and Ziolkowski; Specialist Scharp; Executive Administrative Assistant Peterson

Staff Absent – Director Munn

RECOGNITION OF VISITORS – None

### APPROVAL OF MINUTES

The Parks and Properties Committee Meeting Minutes of October 18, 2018 were approved as presented.

UNFINISHED BUSINESS – None

### NEW BUSINESS

#### **Consider Renewal to Intergovernmental Agreement Between the Northbrook Park District and the Forest Preserve of Cook County**

Director Dalton provided background information on the Intergovernmental Agreement (IGA) for the shared use of the chain link fence along the east and north sides of the Coast Guard Park property. The original IGA was scheduled to end December 10, 2018 and both parties desire to extend the IGA for another five years through December 31, 2023. Chair Chambers called for questions. Hearing none, the Committee moved to approve the renewal to the Intergovernmental Agreement with the Forest Preserve of Cook County for the shared use of the chain-link fence, access through Coast Guard Park and for the installation of the interpretative signage to the full Board for approval.

#### **Consider Professional Services Contract Amendment Number 2 with Wight & Company for Design and Construction of Activity Center**

Chair Chambers called for questions. Hearing none, the Committee moved the contract amendment for professional services with Wight & Company, Inc., Darien, Illinois for architectural services to the full Board for approval.

#### **Consider District Northwest Mowing Bid #2161**

Director Dalton compared the 2018 contract to the base bid from Brightview Landscapes, LLC to explain the rate increase. Chair Chambers called for questions. Hearing none, the Committee moved to approve the Northwest Mowing Contract for \$212,856.00 from Brightview Landscapes, LLC of Long Grove, Illinois to the full Board for approval.

#### **Consider Professional Services Contract with RATIO**

Director Dalton reviewed the Master Plan for Meadowhill Park. The second phase of the Master Plan was determined to be renovation/replacement of the Chalet. The Chalet is a key area for summer camp and other programming opportunities. The Commissioners engaged in a question and answer session. Chair Chambers called for additional questions. Hearing none, the Committee moved to approve the professional services contract with RATIO Architects, Inc., Chicago, Illinois for Architectural and Interior Design Professional Services to the full Board for approval.

# NORTHBROOK PARK DISTRICT

## **Consider Driving Range Net Replacement and Repair, Bid #2166**

Director Dalton provided information on the status of the PDRMA insurance claim for the driving range net replacement and repair that was damaged in the November snow storm. The Park District will be required to pay the \$1,000 deductible with the remaining cost covered by insurance. Repairs are scheduled to be completed by March 1<sup>st</sup>. Chair Chambers called for questions. Hearing none, the Committee moved to approve the Driving Range Net Replacement and Repairs for \$43,000 from West Coast Netting, Inc., Kingman, Arizona to the full Board for approval.

## INFORMATIONAL ITEMS/VERBAL UPDATES

### **Meadowhill Aquatic Center Bathhouse Renovation Concepts**

Director Dalton reviewed the concept plan for the Meadowhill Aquatic Center Bathhouse and highlighted changes to the plan. Commissioners are in favor of incorporating unisex bathrooms that are accessible to park users as part of the renovation. A Commissioner voiced concern over the cost of improvements to a building that is open less than 90 days a year suggesting that staff consider working with RATIO to reduce the scope.

## NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for February 18, 2019 at 6pm or immediately following the Administration and Finance Committee Meeting at the Joe Doud Administration Building, 545 Academy Drive.

## ADJOURNMENT

With no further business, the Meeting was adjourned at 8:13pm.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

/s/ Molly Hamer  
Molly Hamer, Secretary  
Board of Commissioners/wap