



**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

MINUTES of the Parks and Properties Committee Meeting of the Northbrook Park District Board of Commissioners held Monday, February 18, 2019 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The meeting was called to order at 5:54pm 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, Munn and Ziolkowski; Specialist Scharp and Executive Administrative Assistant Peterson
Guests – Wight & Company: Lois Vitt Sale, Matt Duggan and Ania Szulc
Corporate Construction Services, LLC: Mike Rink

RECOGNITION OF VISITORS – None

APPROVAL OF MINUTES

The Parks and Properties Committee Meeting Minutes of January 16, 2019 were approved as presented.

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Hard Court Repairs, Bid #2163

Director Dalton provided background information on the project. Chair Chambers called for questions. Hearing none, the Committee moved to approve the Hard Court Repairs in the amount of \$47,865 for the base bid, and \$12,000 for the alternate bid from U.S. Tennis Court Construction Co. of Lockport, Illinois to the full Board for approval.

Consider Stonegate Park Tennis Court Redevelopment, Bid #2167

Director Dalton provided background information on the redevelopment of the tennis courts to six new pickleball courts. Chair Chambers called for questions. Hearing none, the Committee moved to approve the Stonegate Park Tennis Court Redevelopment in the amount of \$86,000 for the base bid, and \$39,000 for the alternate bid number two for a total of \$125,000 from Evans and Son Blacktop of West Chicago, Illinois to the full Board for approval.

Consider Professional Services Contract with Gewalt Hamilton Associates, Inc.

Director Dalton clarified that the contract is for the seawall not the entrance culvert. Director Dalton explained that the fee is higher than the budgeted amount because the permitting fee was originally in Phase 2. Gewalt Hamilton requested to have it moved to Phase 1. Permitting and drawings are two separate fees. The Committee moved to approve the contract for professional services with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois for engineering design services for seawall restoration to the full Board for approval.

Consider Bus Transportation Services Contract, Bid #2162

Director Loftus provided background information on bus transportation needs of the District. The District has had no issues with the bus transportation company and is satisfied with their service. Director Loftus thanked Manager Kotloski for her efforts on compiling the information for the bus transportation bid. Chair Chambers called for questions. Commissioners engaged in a question and answer session. The Committee moved to approve the contract for Bus Transportation Services

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from First Student, Inc. of Northbrook, Illinois in the amount not to exceed \$57,650 for the first year (June-December 2019) of a three-year contract to the full Board for approval.

INFORMATIONAL ITEMS/VERBAL UPDATES

Activity Center Design Development Update

Director Dalton thanked Chair Chambers for sending an informational email to the Commissioners regarding the packet of interior views for the Activity Center. The Design Team from Wight & Company presented proposed interior finishes for the different areas of the facility. Commissioners had the opportunity to view color samples and materials and provide feedback. Commissioners engaged in a question and answer session with Lois Vitt Sale of Wight & Company. Executive Director Hamer noted that the Design Development phase is 95% complete and any issues should be addressed prior to Construction Documents. Chair Chambers thanked the team from Wight & Company for their presentation.

Village Green Oak Tree Community Management Plan

Director Dalton provided information on the condition of the oak trees at Village Green Park and recommended necessary steps to preserve these beautiful, giant oaks. In the last few years the need to prune dead and/or dying oak branches has significantly increased throughout the park. Commissioners engaged in a question and answer session. Additional discussion of the Oak Tree Community Management Plan will be held at a future Parks and Properties Committee Meeting.

NSSRA

Executive Director Hamer announced that NSSRA has an accepted letter of intent to purchase a building. Craig Culp, Executive Director of NSSRA, will address the Board in the coming months.

NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for March 20, 2019 at 6pm or immediately following the Administration & Finance Committee Meeting at the Joe Doud Administration Building, 545 Academy Drive.

ADJOURNMENT

With no further business, the Meeting was adjourned at 7:08pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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