



**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, Wednesday, September 11, 2019 in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The meeting was called to order at 7:42pm by Chair Chambers.

Members Present – Chair Chambers; Members Chalem and Ziering
Ex-Officio Members – Commissioners Randel, Schyman and Simon; Executive Director Hamer
Ex-Officio Member Absent – Commissioner Curin (due to tornado warning disconnected conference call)
Staff – Directors Baron, Dalton, Loftus, Munn and Scovic; Project Manager Wrobel; Project Specialist Scharp; Golf Course Superintendent Kosbab; Head Golf Professional Billiter; Executive Administrative Assistant Peterson
Guest – Lois Vitt Sale of Wight & Company (left at 8:22pm)

Due to a tornado warning, the Parks and Properties Committee Meeting was relocated and conducted in the storm shelter of the Joe Doud Administrative Building. Upon the all clear, the Meeting was reconvened in the Conference Room.

RECOGNITION OF VISITORS – None

APPROVAL OF MINUTES

The Parks and Properties Committee Meeting Minutes of August 19, 2019 were approved as presented.

INFORMATIONAL ITEMS/VERBAL UPDATES – None

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Activity Center Commissioning Proposal

Lois Vitt Sale of Wight & Company presented information on professional services for building systems commissioning at the new Activity Center. With the acceptance of the Illinois Clean Energy Community Foundation grant the requirements for proof of Net Zero energy is an 18-month building system monitoring process. It is recommended to hire an outside company to do the commissioning due to time sensitive benchmarks. Commissioners engaged in a question and answer session. Chair Chambers called for additional questions. Hearing none, the Committee moved to approve the contract for professional services with Aero Building Solutions of Franklin Park, Illinois for building systems commissioning and monitoring services in the amount of \$116,540 to the full Board for approval. Chair Chambers thanked Ms. Vitt Sale for attending the meeting and her presentation.

Reject Recreation Guide Printing, Bid #2172

Director Dalton provided background information on the bids received for the Recreation Guide Printing, Bid #2172. Bidders did not provide all the necessary documents when submitting their bids. Chair Chambers called for questions. Hearing none, the Committee moved to reject all bids for the Recreation Guide Printing, Bid #2172 to the full Board for approval.

Reject Batting Cage Netting Replacement, Bid #2173

NORTHBROOK PARK DISTRICT

Director Dalton provided background information on the bids received for the Batting Cage Netting Replacement, Bid #2173. Bidders did not provide all the necessary documents when submitting their bids. Chair Chambers called for questions. Hearing none, the Committee moved to reject all bids for the Batting Cage Netting Replacement, Bid #2173 to the full Board for approval.

NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for September 11, 2019 at 6:30pm 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 8:23 pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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