



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

## Parks and Properties Committee Meeting

January 13, 2020  
6pm or immediately following the Golf Operations Committee Meeting  
Joe Doud Administration Building, 545 Academy Drive

### AGENDA

- I. Call to Order—Chair Chambers; Members Chalem and Ziering
- II. Recognition of Visitors
- III. Approval of Minutes  
1/13.1 Parks and Properties Committee Meeting of December 11, 2019
- IV. Informational Items / Verbal Updates
  - A. Activity Center Change Orders
  - B. Village Green Park
  - C. Northbrook Days Festival
- V. Unfinished Business
- VI. New Business
  - 1/13.2 Reject Waterslide Maintenance and Repair, Bid #2180
  - 1/13.3 Consider Purchase of Gym Equipment for the Activity Center
  - 1/13.4 Consider Surplus Ordinance 20-O-2, Park District Equipment
  - 1/13.5 Consider Professional Service Contract with FGM Architects
- VII. Next Meeting – February 17, 2020 at 6pm or immediately following the Administration and Finance Committee Meeting, Joe Doud Administration Building, 545 Academy Drive
- VIII. Adjournment

Copies to: Park Board, Attorney, Directors, All Staff and Park District Facilities, The Northbrook Tower, Village of Northbrook,  
Posted on Park District Website: [nbparks.org](http://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](mailto: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.



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# MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Eileen Loftus, Director of Recreation  
Agenda Item: IV. B. Village Green Park  
Date: January 10, 2020

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This memo is intended to provide information and clarification about the use and programming of Village Green Park in relation to the Northbrook Civic Foundation's Northbrook Days Festival. The information includes impacts of the event on programming, turf management and overall planning of the Park.

## Northbrook Days Schedule

Following is the typical schedule for Northbrook Days Festival at Village Green Park. The 5-day event, in ideal weather conditions, is a 9-week commitment of the Park (ballfield, green spaces, picnic area and gazebo) and a 3-week commitment of the Community Room at Village Green Center.

### Week 1: Park Closes

Setup begins the third or fourth week of July, depending on the year.

- Tuesday: Last day of programming for Park and Community Room at Village Green Center
- Wednesday: Parks Division begins preparations
- Friday: Civic trailers arrive
- Saturday: Civic moves in/Tent set-up
- Sunday - Tuesday: Continued ride and vendor setup

### Week 2: Northbrook Days Festival Event

- Wednesday: Opening Day
- Wednesday - Sunday (5 days): Full Operation

### Week 3: Event Breakdown

- Sunday: Rides and vendors move out
- Monday: Civic and remaining vendors move out
- Wednesday: Community Room at Village Green Center is available

### Week 3 – 8: Park and Turf Damage Restoration Begins; Park Unavailable for Planned Activities

- During this 6-week time frame, Parks staff relieve the soil compaction, aerate, apply fertilizer, broadcast and slit seed ryegrass (7 to 10-day germination) and bluegrass (21-day germination). This grass seed combination allows for a quick cover of the bare soil and durability required for active areas.

### Week 9: Park Opens for Limited Events (if conditions allow)

- First week of September - outfield is ready for athletic play
- Third week of September - Park opens for limited events

# NORTHBROOK PARK DISTRICT

## Park District Events

The primary months for outdoor programming and events at Village Green Park are mid-May through September (approximately 20 weeks) and peak time is considered when children are not in school (mid-June to mid-August). The following chart depicts the annual events scheduled in the Park during this timeframe. With the exception of Tuesdays in the Park and the July 4th events, most events noted are held on one or both weekend days.

Prime Programming: Mid-May - September		
	Week 1	All Star Baseball Games (Affiliate)
	Week 2	Memorial Day Event (American Legion VFW)
	Week 3	GBN Concert in the Park (GBN)
		Art in the Park (2020 Rental)
	Week 4	World Series Baseball Games (Affiliate)
Prime Programming Time (Week 5-14)	Week 5	Tuesdays in the Park
		St. Norbert Block Party – Parking Unavailable
	Week 6	Tuesdays in the Park
	Week 7	Tuesdays in the Park
	Week 8	Tuesdays in the Park
		4th of July Breakfast (Rotary)
		Police vs Fire Softball Game (Village)
		4th of July Tournament (Affiliate)
	Week 9	Tuesdays in the Park
		Rubber Ducky Race (Rotary)
		Free Movie in the Park
	Week 10	Tuesdays in the Park
		Family Campout
	Week 11	Tuesdays in the Park
	Week 11-19	Northbrook Days Festival (Civic)
	Week 19	Shermerfest (Historical Society)
	Week 20	Plein Air Painting Festival (Village)

In addition to the events, athletic programming is also scheduled during the above time frame as follows:

- Baseball:** There are approximately 55 baseball games, 35 practices, and 20 make-up days scheduled.
- Soccer:** Though the goal of restoration is to have a soccer field located in the outfield of Village Green Park ready for play by September 1, the Parks and Recreation Divisions have worked together to allow as much restoration as possible when needed. Depending on conditions, there have been years when play has started prior to September 1 and years where play has started four weeks into the fall season to allow for successful germination.

### Impact of Northbrook Days Festival on Programming

There is an obvious impact on programming for the Northbrook Days Festival during the 3-week timeframe that includes setup, takedown and the actual event. However, the impact that the Northbrook

# NORTHBROOK PARK DISTRICT

Days Festival has on the Community Room and Park during restoration has a larger impact on Park District operations, programming for the community and potential revenue. The following list was developed to provide information and clarify some of the challenges of hosting the Northbrook Days Festival at Village Green Park:

- Tuesdays in the Park ceases at a time when momentum is building for the program. It is often requested that we continue this program through July and August.
- As noted earlier, the goal for field restoration after Northbrook Days Festival is September 1. While there is some flexibility with the start of the soccer season, Village Green Park is a lighted field and required for the end of September and October house program. In 2019, without the Northbrook Days Festival, the field was programmed from August 26 - October 19. There were 6 teams that used the field for 54 practice sessions and 26 games (full season).
- In years past, Village Green Center was discussed as a possibility as a camp location. However, with the Village Green Center not available for the last two weeks of our summer camp offering, options for the site are limited. Relocating a camp for two weeks or only offering the location for a portion of the summer is inconvenient for parents and has other logistical challenges.
- Currently we host the Junior Counselor Apprentice (JCA) weekly meetings at Village Green Center in the summer, but they must relocate for the last two weeks of the session. Since this program is only one day a week and it is with young teens, the transition is easier but can still be inconvenient for those who bike or walk to the program.
- Classes held at the Village Green Center include fencing and martial arts. These program sessions are shortened and end with the start of Northbrook Days Festival setup.
- Baseball rentals cannot be scheduled after the third week of July. Potential renters are typically looking to find field locations for an entire season and this timeframe conflicts with some leagues.
- Approximately 10 picnic rentals from school groups to private parties are held from May through July in the Park. Renters have requested to hold events during the 8-week closure.
- While the Parks and Properties and Recreation Divisions work closely on planning events, renting and scheduling the Park, the creative uses of Village Green Park have been limited due to the restoration time frame. In addition, in the nonprime months (October – April), weather adds to the consideration of events due to possible effects on restoration efforts. Examples of how the schedule has affected events include:
  - The request for Friday Night Flights (September 6) was declined and the Village of Northbrook was offered a secondary location (Techny Prairie Park and Fields).
  - Shermerfest (3<sup>rd</sup> week of September), the one-day fundraiser for the Historical Society, is scheduled with the understanding that they must adjust their event and use of the Park according to our needs for restoration.
  - The scope of the Plein Air Festival (4<sup>th</sup> week of September) has been minimized to allow for restoration.

# NORTHBROOK PARK DISTRICT

- Earth Day (April), held in cooperation with the Village of Northbrook, has been moved to the Village Green Center parking lot as the primary location due to turf conditions.
- Autumnfest (October) was relocated to Meadowhill Park because of the unexpected conditions and need for restoration to the grounds at Village Green Park.
- Winter Carnival (January) requires snow covered ground and location may be changed if conditions do not cooperate.

## **Turf Management**

To provide a safe recreational surface at Village Green Park, the Parks Division follows an aggressive and more regimented turf maintenance program (fertilizing, aerating, seeding, watering) when compared to other parks. The turf maintenance program centers around providing the thickest, healthiest stand of grass that can be provided for the prime programming season.

After Northbrook Days Festival, barring any weather-related damage, the Park is left with compacted soil and grass that is worn at various levels. Areas where tents were raised and utilized protective flooring, the grass becomes yellowed from the lack of sunlight, but the crown of the plant remains intact and will quickly regenerate. In high traffic areas (i.e. rides and attractions), the crown of the plant is typically worn away to bare soil. The grass plants in these areas will not recover without reseeding, creating the need to limit size and scope of programs and events after the initial restoration period.

In the ideal setting, the grass seed would be allowed to mature over two growing seasons (fall and spring). An example of this is with the renovation of the greens and fairways at Sportsman's Country Club; seeding will occur in early August (like the end of Northbrook Days Festival) and we will not reopen for play until the following July or August. This grow in time allows for the best chance for the turf to grow in and sustain continuous play. In the case of Village Green Park, this growth time is shortened, and the same results are not realized resulting in thinner more susceptible turf.

## **Summary**

For more than 10 years, the Parks and Recreation Divisions have worked closely to manage Village Green Park in a responsible manner and are accustomed to planning around the restoration schedule. Recent community discussions call for increasing the number and size of new events at Village Green Park and the downtown area. Staff remains vigilant to the restoration schedule which provides the best turf surface for events in the prime months of programming while providing responsible stewardship to the 10-acre facility.

As an informational memo, direction or action on the content is not required.

**Pc:** Molly Hamer, Executive Director



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# MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Agenda Item: VI. 1/13.2 Reject Waterslide Maintenance and Repair, Bid #2180  
Date: January 10, 2020

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**Staff Recommendation:**

Staff recommends the rejection of all bids received for Waterslide Maintenance and Repair because one company did not fulfill all bid requirements and the other bid was not within the budget allocation.

**Background & Analysis:**

This future project will consist of the continued preventative maintenance and repairs of the waterslides and water features at Northbrook Sports Center Pool and Meadowhill Aquatic Center.

Two contractors submitted bids for the Waterslide Maintenance. Safe Slide Restoration provided all necessary certifications and visited the site. Their bid amount was significantly over budget. Slide Pros did not provide all necessary certifications and did not visit the site. Staff will refine the scope of work and obtain quotes to complete necessary repairs in 2020. The preventative maintenance will be re-bid.

Company	Base Bid
<b>Safe Slide Restoration</b> PO Box 186 Fredericktown, MO 63645	\$95,700
<b>Slide Pros</b> 23321 MO 96 Oronogo, MO 64855	\$25,000

**Explanation:**

1. Budgeted Cost: \$25,000.00
2. Budget Source: 2020 Operations Budget (Sports Center Pool & MAC)
3. Legal Requirement: None

**Motion:**

The Parks and Properties Committee Chair moves to reject all bids for Waterslide Maintenance and Repair, Bid #2181 to the full Board for approval.

Pc: Molly Hamer, Executive Director



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# MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Agenda Item: VI. 1/13.3 Consider Purchase of Gymnasium Equipment for the Activity Center  
Date: January 10, 2020

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**Staff Recommendation:**

Staff recommends approval to purchase the Activity Center Porter Gymnasium Equipment through Sourcewell (formerly National Joint Powers Alliance) in the amount of \$97,334.65 from the area sales representatives with Haldeman & Homme of Lombard, Illinois.

**Background & Analysis:**

The purchase of gymnasium equipment includes the following items: basketball backstops, height adjusters, backboard and padding and rim; volleyball post standards, pads, nets, transporter and judges' stand; wall mounted safety pads; movable bleachers; divider curtain and motor; and master equipment control keypad. Haldeman & Homme also completes the installation of equipment.

Sourcewell is a purchasing co-op that has completed the bidding process already (similar to the state purchase agreement). The Park District has purchased grounds equipment and hockey scoreboards through NJPA in the past. Legal counsel has reviewed and approved the Porter Athletic Equipment contract.

Company - Haldeman & Homme	Base Pricing	Installation	Total
<b>Basketball Equipment</b>	\$33,699.86	\$18,000.00	\$51,699.86
<b>Volleyball Equipment</b> (includes electrical cover plates & sleeve plates)	\$9,507.60	\$1,600.00	\$11,107.60
<b>Wall Mounted Safety Pads</b>	\$5,539.50	\$1,600.00	\$7,139.50
<b>Movable Bleachers</b>	\$6,764.00	\$1,040.00	\$7,804.00
<b>Divider Curtain</b>	\$12,791.43	\$4,000.00	\$16,791.43
<b>Master Equipment Control Keypad</b>	\$3,092.26	\$2,200.00	\$5,292.26
<b>Discount</b>			(\$2,500.00)
<b>Total Package</b>			\$97,334.65

**Explanation:**

1. Budgeted Cost: \$73,200
2. Budget Source: 2020 Capital Improvement Plan – Project Number 1053-6510-PARKS01-18
3. Legal Requirement: Improvements will improve employee and customer experience

# NORTHBROOK PARK DISTRICT

**Motion:**

The Parks and Properties Committee Chair moves to approve the purchase of the Activity Center Porter Gymnasium Equipment through Sourcewell in the amount of \$97,334.65 from Haldeman & Homme of Lombard, Illinois.

**Pc:** Molly Hamer, Executive Director





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## MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Agenda Item: VI. 1/13.4 Consider Surplus Ordinance 20-O-2, Park District Equipment  
Date: January 10, 2020

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### Staff Recommendation:

Staff recommends the approval of the following as surplus Park District equipment;

#### Golf

- (1)-2011 Echo String Trimmer / Model SRM266S / Serial #T42312006871
- (1)-1993 Turfco III Top dresser / Model# Metermatic / Serial# 398870
- (1)-1992 Brouwer TR224 Turf Roller / Model# TR224 / Serial# 2702
- (1)-2017 Toro 21" Walk Behind Mower / Model# 20381 / Serial# 316017269
- (1)-2011 Kawasaki KRB750B Backpack Blower / Model# KRB750B / Serial# 100007900
- (1)-2011 Redmax EBZ8500RH Backpack Blower / Model# EBZ8500RH / Serial# 20800421
- (1)-2006 Toro Procore 880 Aerator / Model# 09702TE / Serial# 260000115
- (1)-2002 Redexim Vertidrain 7316 Deep Tine Aerator / Model# VD7316 / Serial# A0285
- (1)-2000 Aladdin 1712 Pressure Washer / Model# 1712 / Serial# 80623

#### Parks:

- (1)-2006 John Deere Aercore 1500 Aerator / Model# TC1500X / Serial# 060075
- (1)-1994 Continental 300-Gal Sprayer / Model #014201 / Serial #SPG2724
- (1)-Leer Truck Top 100XR
- (1)-2001 GMC Pick Up Truck / Model#1500 GMC / Serial# 1GTEC14V51Z303815 / Miles 88,820
- (1)-2002 Kubota KA424 60" Zero Turn Mower / Model# ZD21 / Serial# 31599 / Hours 1971
- (1)-1991 Troy Built Work Horse Roto Tiller / Model# 21A-682T766 / Serial# 1L029K80006
- (1)- 2012 Toro Powerclear 621QZR Snow Blower / Model# 38458 / Serial# 313001358
- (1)-1993 Wacker Compactor Plate / Model# VPA1740 / Serial# 679401175
- (1)-1996 Kubota B2100 Tractor / Model# B2100 / Serial# 71595 / Hours 3,366

#### Administration/IT:

- (1)-2002 Dell Dimension 4550 Desktop / Serial# 364TF21
- (1)-2008 Dell Optiplex 760 Desktop / Serial# 5SN29K1
- (1)-2002 Dell DHM Desktop / Serial# 6M00941
- (1)-2011 Dell Precision 390 Desktop / Serial# FMBHXC1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# HRN79K1
- (1)-HP 3200 Desktop / Serial# 2UA024113Z
- (1)-2008 Dell Optiplex 760 Desktop / Serial# 9SN29K1
- (1)-2007 Dell Precision 330 Desktop / Serial# CM044G1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# FSN29K1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# 3TN29K1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# 1TN29K1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# CSN29K1

# NORTHBROOK PARK DISTRICT

- (1)-2008 Dell Optiplex 760 Desktop / Serial# FGQ5WH1
- (1)-2009 Dell Optiplex 380 Desktop / Serial# GSN5CP1
- (1)-HP Proliant ML110 Desktop / Serial# USE847N48N
- (1)-2008 Dell Optiplex 760 Desktop / Serial# BRN29K1
- (1)-2008 Asus Essentio Desktop / Serial# 9CPDCG0035W
- (1)-2008 Optiplex 760 Desktop / Serial# DRNZ9K1
- (1)-HP EliteBook 840 G3 Laptop / Serial# 5CG63RQ6
- (1)-HP Compaq Laptop / Serial# CNU8140ZFB
- (1)-LG L1932TQ Monitor / Serial# 611NTQP92868
- (1)-LG W2242P Monitor / Serial# 901DEZ20436
- (1)-LG W1934S Monitor / Serial# 902UXTCON177
- (1)-LG W1934S Monitor / Serial# 902UXUNOP70
- (1)-Planar 1700 Monitor / Serial# BA735F73651
- (1)-Dell 1505FP Monitor / Serial# CN-004795-71618-62B-ABX
- (1)-PLCD 24HD Monitor / Serial# PNS0902V2T00012
- (1)-2004 Acer L1511ebm Monitor / Serial# ETL240B15042302131RH10
- (1)-MAG Monitor / Serial# FNVU73116518U
- (1)-2013 Cisco Catalyst 3560 24 Port Switch / Serial# CAT0939N4VK
- (1)-2013 Cisco Catalyst 3560 24 Port Switch / Serial# CAT0950R3M0
- (1)-2014 Cisco Catalyst 3560 48 Port Switch / Serial# CMMEB00BRB
- (1)-2012 Cisco Catalyst 3560 48 Port Switch / Serial# FD01611X0EM
- (1)-2011 Cisco Catalyst 3560 24 Port Switch / Serial# FD01543X182
- (1)-2012 Cisco Catalyst 2960 48 Port Switch / Serial# FCQ1612Y4HP
- (1)-SonicWall Firewall / Serial# RK14-053
- (1)-2012 Cisco ASA 5510 Firewall / Serial# COMN510CR8 JMX1639X0VC
- (1)-HP LaserJet 4000 Printer / Serial# USMB007957
- (1)-HP OfficeJet 7510 Printer / Serial# CN6C14R0CW
- (1)-HP DeskJet 6980 Printer / Serial# MY75CNR3DV
- (1)-TrippLite OMNI 650 LCD UPS / Serial# 2449EVHOM808300470
- (1)-TrippLite OMNI 650 LCD UPS / Serial# 2252DY00M823400246
- (1)-Ricoh Aficio IS01 Scanner / Serial# 4030010

## Recreation

- (1)- Skutt Kiln Model # KM-1227
- (9)- 8ft wooden folding tables
- (1)- 4 drawer file cabinet
- (1)- Clarke floor scrubber. Serial #00590A
- (2)- Advance Carpetriever Vacuum 28", Model # 331300 and #56330020, Serial #602696, #1626861
- (1)- Advance wet floor vac, Model # Sprite 12
- (1)-Peavey compact power mixer
- (1)-KMD power mixer

## **Background & Analysis:**

Staff recommends that the equipment listed above be declared surplus Park District equipment to be sold, traded or discarded of whichever is the best method of disposal.

## **Motion:**

The Parks and Properties Committee Chair moves to approve Surplus Ordinance 20-O-2, Park District Equipment to the full Board for approval.

**Pc:** Molly Hamer, Executive Director

**ORDINANCE NO. 20-O-2**

**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:

Golf

- (1)-2011 Echo String Trimmer / Model SRM266S / Serial #T42312006871
- (1)-1993 Turfco III Top dresser / Model# Metermatic / Serial# 398870
- (1)-1992 Brouwer TR224 Turf Roller / Model# TR224 / Serial# 2702
- (1)-2017 Toro 21” Walk Behind Mower / Model# 20381 / Serial# 316017269
- (1)-2011 Kawasaki KRB750B Backpack Blower / Model# KRB750B / Serial# 100007900
- (1)-2011 Redmax EBZ8500RH Backpack Blower / Model# EBZ8500RH / Serial# 20800421
- (1)-2006 Toro Procore 880 Aerator / Model# 09702TE / Serial# 260000115
- (1)-2002 Redexim Vertidrain 7316 Deep Tine Aerator / Model# VD7316 / Serial# A0285
- (1)-2000 Aladdin 1712 Pressure Washer / Model# 1712 / Serial# 80623

Parks

- (1)-2006 John Deere Aercore 1500 Aerator / Model# TC1500X / Serial# 060075
- (1)-1994 Continental 300-Gal Sprayer / Model #014201 / Serial #SPG2724
- (1)-Leer Truck Top 100XR
- (1)-2001 GMC Pick Up Truck / Model#1500 GMC / Serial# 1GTEC14V51Z303815 / Miles 88,820
- (1)-2002 Kubota KA424 60” Zero Turn Mower / Model# ZD21 / Serial# 31599 / Hours 1971
- (1)-1991 Troy Built Work Horse Roto Tiller / Model# 21A-682T766 / Serial# 1L029K80006
- (1)- 2012 Toro Powerclear 621QZR Snow Blower / Model# 38458 / Serial# 313001358
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- (1)-2008 Dell Optiplex 760 Desktop / Serial# CSN29K1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# FGQ5WH1
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- (1)-2008 Optiplex 760 Desktop / Serial# DRNZ9K1
- (1)-HP EliteBook 840 G3 Laptop / Serial# 5CG63RQ6
- (1)-HP Compaq Laptop / Serial# CNU8140ZFB
- (1)-LG L1932TQ Monitor / Serial# 611NTQP92868

- (1)-LG W2242P Monitor / Serial# 901DEZ20436
- (1)-LG W1934S Monitor / Serial# 902UXTCON177
- (1)-LG W1934S Monitor / Serial# 902UXUNOP70
- (1)-Planar 1700 Monitor / Serial# BA735F73651
- (1)-Dell 1505FP Monitor / Serial# CN-004795-71618-62B-ABX
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- (1)-2013 Cisco Catalyst 3560 24 Port Switch / Serial# CAT0950R3M0
- (1)-2014 Cisco Catalyst 3560 48 Port Switch / Serial# CMMEB00BRB
- (1)-2012 Cisco Catalyst 3560 48 Port Switch / Serial# FD01611X0EM
- (1)-2011 Cisco Catalyst 3560 24 Port Switch / Serial# FD01543X182
- (1)-2012 Cisco Catalyst 2960 48 Port Switch / Serial# FCQ1612Y4HP
- (1)-SonicWall Firewall / Serial# RK14-053
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- (1)-HP DeskJet 6980 Printer / Serial# MY75CNR3DV
- (1)-TrippLite OMNI 650 LCD UPS / Serial# 2449EVH0M808300470
- (1)-TrippLite OMNI 650 LCD UPS / Serial# 2252DY00M823400246
- (1)-Ricoh Aficio IS01 Scanner / Serial# 4030010

Recreation

- (1)- Skutt Kiln Model # KM-1227
- (9)- 8ft wooden folding tables
- (1)- 4 drawer file cabinet
- (1)- Clarke floor scrubber, Serial #00590A
- (2)- Advance Carpetriever Vacuum 28", Model #331300, #56330020 Serial #602696, #1626861
- (1)- Advance wet floor vac, Model #Sprite 12
- (1)-Peavey compact power mixer
- (1)-KMD powered mixer

**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:

Golf

- (1)-2011 Echo String Trimmer / Model SRM266S / Serial #T42312006871
- (1)-1993 Turfco III Top dresser / Model# Metermatic / Serial# 398870
- (1)-1992 Brouwer TR224 Turf Roller / Model# TR224 / Serial# 2702
- (1)-2017 Toro 21" Walk Behind Mower / Model# 20381 / Serial# 316017269
- (1)-2011 Kawasaki KRB750B Backpack Blower / Model# KRB750B / Serial# 100007900
- (1)-2011 Redmax EBZ8500RH Backpack Blower / Model# EBZ8500RH / Serial# 20800421
- (1)-2006 Toro Procore 880 Aerator / Model# 09702TE / Serial# 260000115
- (1)-2002 Redexim Vertidrain 7316 Deep Tine Aerator / Model# VD7316 / Serial# A0285
- (1)-2000 Aladdin 1712 Pressure Washer / Model# 1712 / Serial# 80623

Parks

- (1)-2006 John Deere Aercore 1500 Aerator / Model# TC1500X / Serial# 060075
- (1)-1994 Continental 300-Gal Sprayer / Model #014201 / Serial #SPG2724
- (1)-Leer Truck Top 100XR
- (1)-2001 GMC Pick Up Truck / Model#1500 GMC / Serial# 1GTEC14V51Z303815 / Miles 88,820
- (1)-2002 Kubota KA424 60" Zero Turn Mower / Model# ZD21 / Serial# 31599 / Hours 1971
- (1)-1991 Troy Built Work Horse Roto Tiller / Model# 21A-682T766 / Serial# 1L029K80006
- (1)- 2012 Toro Powerclear 621QZR Snow Blower / Model# 38458 / Serial# 313001358
- (1)-1993 Wacker Compactor Plate / Model# VPA1740 / Serial# 679401175
- (1)-1996 Kubota B2100 Tractor / Model# B2100 / Serial# 71595 / Hours 3,366

Administration/IT

- (1)-2002 Dell Dimension 4550 Desktop / Serial# 364TF21
- (1)-2008 Dell Optiplex 760 Desktop / Serial# 5SN29K1
- (1)-2002 Dell DHM Desktop / Serial# 6M00941
- (1)-2011 Dell Precision 390 Desktop / Serial# FMBHXC1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# HRN79K1
- (1)-HP 3200 Desktop / Serial# 2UA024113Z
- (1)-2008 Dell Optiplex 760 Desktop / Serial# 9SN29K1
- (1)-2007 Dell Precision 330 Desktop / Serial# CM044G1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# FSN29K1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# 3TN29K1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# 1TN29K1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# CSN29K1
- (1)-2008 Dell Optiplex 760 Desktop / Serial# FGQ5WH1
- (1)-2009 Dell Optiplex 380 Desktop / Serial# GSN5CP1
- (1)-HP Proliant ML110 Desktop / Serial# USE847N48N
- (1)-2008 Dell Optiplex 760 Desktop / Serial# BRN29K1
- (1)-2008 Asus Essentio Desktop / Serial# 9CPDCG0035W
- (1)-2008 Optiplex 760 Desktop / Serial# DRNZ9K1
- (1)-HP EliteBook 840 G3 Laptop / Serial# 5CG63RQ6
- (1)-HP Compaq Laptop / Serial# CNU8140ZFB
- (1)-LG L1932TQ Monitor / Serial# 611NTQP92868
- (1)-LG W2242P Monitor / Serial# 901DEZ20436
- (1)-LG W1934S Monitor / Serial# 902UXTCON177
- (1)-LG W1934S Monitor / Serial# 902UXUNOP70
- (1)-Planar 1700 Monitor / Serial# BA735F73651
- (1)-Dell 1505FP Monitor / Serial# CN-004795-71618-62B-ABX
- (1)-PLCD 24HD Monitor / Serial# PNS0902V2T00012
- (1)-2004 Acer L1511ebm Monitor / Serial# ETL240B15042302131RH10
- (1)-MAG Monitor / Serial# FNVU73116518U
- (1)-2013 Cisco Catalyst 3560 24 Port Switch / Serial# CAT0939N4VK
- (1)-2013 Cisco Catalyst 3560 24 Port Switch / Serial# CAT0950R3M0
- (1)-2014 Cisco Catalyst 3560 48 Port Switch / Serial# CMMEB00BRB

- (1)-2012 Cisco Catalyst 3560 48 Port Switch / Serial# FD01611X0EM
- (1)-2011 Cisco Catalyst 3560 24 Port Switch / Serial# FD01543X182
- (1)-2012 Cisco Catalyst 2960 48 Port Switch / Serial# FCQ1612Y4HP
- (1)-SonicWall Firewall / Serial# RK14-053
- (1)-2012 Cisco ASA 5510 Firewall / Serial# COMN510CR8 JMX1639X0VC
- (1)-HP LaserJet 4000 Printer / Serial# USMB007957
- (1)-HP OfficeJet 7510 Printer / Serial# CN6C14R0CW
- (1)-HP DeskJet 6980 Printer / Serial# MY75CNR3DV
- (1)-TrippLite OMNI 650 LCD UPS / Serial# 2449EVH0M808300470
- (1)-TrippLite OMNI 650 LCD UPS / Serial# 2252DY00M823400246
- (1)-Ricoh Aficio IS01 Scanner / Serial# 4030010

Recreation

- (1)- Skutt Kiln Model # KM-1227
- (9)- 8ft wooden folding tables
- (1)- 4 drawer file cabinet
- (1)- Clarke floor scrubber, Serial #00590A
- (2)- Advance Carpetriever Vacuum 28", Model #331300, #56330020 Serial #602696, #1626861
- (1)- Advance wet floor vac, Model #Sprite 12
- (1)-Peavey compact power mixer
- (1)-KMD powered mixer

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 22<sup>nd</sup> day of January 2020

APPROVED: This 22<sup>nd</sup> day of January 2020

RECORDED: This 22<sup>nd</sup> day of January 2020

VOTES: Ayes: Nays:

Absents:

ATTEST:

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

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

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. 20-O-2**

**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 22nd day of January, 2020, 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 22nd day of January 2020.

\_\_\_\_\_  
Secretary  
Northbrook Park District  
Cook County, Illinois

(SEAL)





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

# MEMORANDUM

To: Parks and Properties Committee  
From: Ed Dalton, Director of Parks and Properties  
Agenda Item: VI. 1/13.5 Consider Professional Services with FGM Architects  
Date: January 10, 2020

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## **Staff Recommendation:**

Staff recommends the approval of the Professional Services Contract with FGM Architects Inc., Oak Brook, Illinois for architectural and design services through permitting at a fee of \$225,000 for Phase I and an additional \$82,000 for Phase II consisting of the Construction Procurement Services and Contract Administration Services, and in addition, a not to exceed amount of \$5,000 for Reimbursable Expenses.

## **Background & Analysis:**

Staff began a building assessment in 2017 by hiring W.T. Engineering, Stantec and FGM Architects to provide an assessment of the mechanical systems, ice making equipment, roof and exterior skin of the building. Through that assessment staff reported our finding at the September 9, 2018 Administration and Finance Committee Meeting and a cost estimate between \$4,170,000 and \$4,935,000.

The overall projects will consist of:

- replacing the emergency generator,
- replacing the evaporative condenser and ice mechanicals,
- replacing the older HVAC roof top units,
- roof replacement and the addition of insulation,
- exterior skin replacement with additional insulation,
- addition of smoke detectors in store rooms,
- painting of the rink floors, beams and ceiling,
- parking lot replacements of the west and south lots,
- west side building/parking lot light upgrades.

The tentative schedule:

- Early 2020 – Design Development
- Summer/Fall 2020 – Construction documentation and permitting
- January 2021 – Bidding
- May-Fall 2021 - Construction

FGM Architects are very familiar with the Sports Center building as they were the architect of record for the pool renovation project and with the recently completed front vestibule and office space renovation projects.

## **Explanation:**

1. Budgeted Cost: \$5,596,500

# NORTHBROOK PARK DISTRICT

2. Budget Source: 2020 and 2021 Capital Improvement Plan
3. Public / Customer Impact:
4. Legal Requirement: None

**Motion:**

The Parks and Properties Committee Chair moves to approve the Professional Service Contract for Phase I and Phase II with FGM Architects Inc., of Oak Brook, Illinois in the amount of \$307,000 and \$5,000 in Reimbursables for architectural services to the full Board for approval.

**Pc:** Molly Hamer, Executive Director