



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, Tuesday, May 19, 2020 via electronic meeting in the Joe Doud Administration Building located at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 7:13pm by Chair Chambers.

Members Present via Electronic Meeting – Chair Chambers; Members Chalem and Ziering
Ex-Officio Members via Electronic Meeting – Commissioners Curin, Randel and Simon; Executive Director Hamer
Ex-Officio Member Absent – Commissioner Schyman
Staff Present – Director Dalton; Executive Administrative Assistant Peterson
Staff Present via Electronic Meeting – Directors Baron, Loftus, Munn and Scovic; Specialist Scharp; Activity Center Manager Shea; Marketing & Communications Manager Stuart

RECOGNITION OF VISITORS – None

APPROVAL OF MINUTES

The Parks and Properties Committee Meeting Minutes of April 13, 2020 were approved as presented.

INFORMATIONAL ITEMS/VERBAL UPDATES

Activity Center Change Orders

Director Dalton provided a monthly update of Change Orders necessary for the Activity Center.

Tennis Update

Tennis and Pickleball courts will be open to the public for play starting on May 16. The outdoor courts will be modified to reduce the number of players in an area by removing nets. High touch surfaces such as benches, garbage cans and squeegees will be eliminated, and entry gates will be locked in an open position. Courts will be designated for walk-on play and reservations. For additional information please visit nbparks.org/tennis.

UNFINISHED BUSINESS

Review of Oaklane Park Final Concept Plan

The review of the Oaklane Park Final Concept Plan was tabled until the June 17, 2020 Parks and Properties Committee Meeting.

NEW BUSINESS

Consider Joint Tree Pruning Agreement

Director Dalton provided background information on the joint Tree Pruning Agreement. Since 2010, Northbrook Park District and the Village of Northbrook have contracted with various tree contractors to receive better pricing as the contractor is bidding on a larger number of trees. Chair Chambers called for questions. Hearing none, the Committee moved to approve the bid from Advanced Tree Care of Lincolnshire, Illinois in the amount not to exceed \$28,300 for Fiscal Year 2021 to the full Board for approval.

Consider Request to Withdraw of Bid Hard Court Repair, Bid #2182

Director Dalton provided background information on the Hard Court Repair project. The contractor has requested to withdraw the bid due to the inability to provide required insurance coverage. Due to the COVID-19 financial impact on the

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District, the project will be reduced to the Meadowhill Park basketball court repairs. New quotes for the project will be obtained this week. Chair Chambers called for questions. Hearing none, the Committee moved to approve the Request to Withdraw of the bid from American Sealcoating of Indiana, Inc. of Michigan City, Indiana to the full Board for approval.

Consider Purchase of Activity Center Fitness Equipment

Director Loftus reviewed the recommendation to approve the purchase of fitness equipment for the Activity Center. Due to a contract issue with one vendor, staff recommends the Committee move to the full Board for approval as an Action Item on the May 27 Regular Board agenda. Chair Chambers called for questions. Hearing none, the Committee moved to approve the purchase of the Activity Center fitness equipment in the amount of \$418,241.03 from Direct Fitness Solutions of Mundelein, Illinois and LifeFitness of Forest Park, Illinois through Sourcewell and Matrix Equipment of Cottage Grove, Wisconsin through the National Cooperative Purchase Alliance to the full Board for approval.

Consider Cell Tower Lease Extension

Director Dalton has been contacted by PSC PrimeCo., L.P. to extend the cell tower lease for another 6-month term. The current lease expires in September 2020. This is a short-term extension to allow them more time to construct a new tower. Commissioners gave consensus for Director Dalton to pursue the lease extension.

NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for June 17, 2020 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 7:28pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

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