



## 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, Thursday, August 18, 2022 in person at the Joe Doud Administration Building at 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 6:31pm by Chair Curin

Members Present – Chair Curin; Members Goodman and Simon (arrived at 6:39pm)

Ex-Officio Members Present – Commissioners Chambers (arrived at 6:35pm), Schyman and Ziering

Ex-Officio Member via Conference Call – Commissioner Chalem

Staff Present – Executive Director Hamer; Directors Bozarth, Leiner, Loftus, Scovic and Tokar; Executive Administrative Assistant Peterson; Parks Division Manager Meyer; Business Manager Drahos; Specialist Scharp; Facilities & Fleet Manager Truhlar; Risk Manager Vrtis-Bentz

Staff Absent – Director Baron

Guest – Eric Hornig, Hitchcock Design Group

RECOGNITION OF VISITORS – None

### AMENDED AGENDA

Chair Curin moved to amend the Agenda and move New Business Item 8/18.33 Consider Williamsburg Square Park Concept Plan and 8/18.34 Consider Resolution 22-R-2 OSLAD Grant Application for Williamsburg Square Park to occur after Approval of Meeting Minutes. Members of the Hitchcock Design Group are in attendance to make a presentation. Commissioner Goodman seconded the motion. Motion passed by voice vote.

### APPROVAL OF MINUTES

Commissioner Goodman moved to approve the Minutes of the Parks and Properties Committee Meeting of July 20, 2022. Chair Curin seconded the motion. Motion passed by voice vote.

### NEW BUSINESS

#### **Consider Williamsburg Square Park Concept Plan**

Director Leiner introduced Eric Hornig of the Hitchcock Design Group. Mr. Hornig provided a presentation on the Williamsburg Square Park concept plan. The plan presented aligns with the criteria required to submit a 2023 Open Space Land Acquisition & Development (OSLAD) Grant in the amount of \$600,000. The concept represents maintaining the existing infrastructure, which is currently beyond its useful life, while adding components that align with the grant criteria. Playground options, the budget and timeline were reviewed. A Community Open House will be held at Techny Prairie Activity Center in the Prairie Room on Wednesday, September 7, 2022 from 6-7pm. Commissioners engaged in a question and answer session. Chair Curin thanked Mr. Hornig for attending the meeting.

#### **Consider Resolution 22-R-2 OSLAD Grant Application for Williamsburg Square Park Renovation**

Director Leiner reviewed the Williamsburg Square Park Phase 1 OSLAD Concept Plan to be made available for public comment on September 7, 2022. Chair Curin called for questions. Hearing none, Chair Curin moved to approve the Williamsburg Square Park Phase 1 OSLAD Concept Plan provided by Hitchcock Design Group of Naperville, Illinois to be made available to the public for comment to the full Board for approval. Commissioner Goodman seconded the motion. Motion passed by voice vote.

### INFORMATIONAL ITEMS/VERBAL UPDATES

# NORTHBROOK PARK DISTRICT

## **ComEd Energy Efficiency Grant Update**

Director Leiner provided an updated on the ComEd Energy Efficiency Grant program. The District has been award an additional \$259,499.40 in grants from ComED to install energy-efficient lighting at Meadowhill Aquatic Center, the Velodrome and Meadowhill Park athletic fields. Commissioners engaged in a question and answer session.

## **Northbrook Sports Center Solar Panel Concept Opportunities**

Director Leiner and staff worked with Windfree Energy and FGM Architects to develop a solar panel concept for the Northbrook Sports Center to be considered for the 2023 Capital Improvement Plan. The District has the opportunity to offset the installation cost of the system with rebate and grant opportunities through the ComEd Smart Inverter Rebate program and Solar Renewable Energy Credits (SRECs). Installation of solar panels would not cause a long-term facility closure or impact the opening of the Sports Center Pool. Commissioners engaged in a question and answer session.

## **Irrigation/Well Equipment Evaluation/Future Planning**

Director Leiner and Parks Division Meyer presented information on the District well and irrigation pump systems. The presentation reviewed equipment inventory for well pumps and irrigation pump/controllers at Heritage Oaks Golf Club and at Techny Prairie Athletic Fields and Anetsberger Golf Course. Equipment condition assessment was discussed and recommendations for future capital replacements presented. Commissioners engaged in a question and answer session.

## **Ford Transit 250 High Roof Cargo Van Final Cost**

At the Regular Board Meeting held on June 22, 2022, Executive Director Hamer was authorized to procure one (1) Ford Transit 250 High Roof Cargo Van via a cooperative purchasing network for an amount not to exceed \$65,500. National Auto Fleet Group of Watsonville, California, was selected via the Sourcewell Cooperative Purchasing Network Contract #091521-NAF. The total cost for purchase was \$62,196.54. Estimated delivery is February 2023.

## **Techny Prairie Activity Center Facility Regular Maintenance Shut-Down Update**

Directors Leiner and Loftus provided information on annual and preventative maintenance at Techny Prairie Activity Center. The scope of required maintenance for 2022 will be completed by staff with minimal impact on program spaces. Communication will be sent in advance to members and users to alert them of any changes as needed. In 2023, the anticipated closure of the facility will be two weeks to complete the scope of work. Commissioners engaged in a question and answer session.

UNFINISHED BUSINESS – None

## NEW BUSINESS

### **Consider Oaklane Park Professional Service Agreement**

Director Leiner reviewed the Professional Service Agreement with Hitchcock Design Group for landscape architectural services for improvements at Oaklane Park. Hitchcock Design Group assisted the District in the OSLAD grant application process. Chair Curin called for questions. Hearing none, Commissioner Simon moved to approve the Professional Services Agreement for the improvements at Oaklane Park with Hitchcock Design Group of Naperville, Illinois for a fee of \$89,000 and an amount not to exceed \$2,500 for Reimbursable Expenses to the full Board for approval. Commissioner Goodman seconded the motion. Motion passed by voice vote.

### **Consider Indian Ridge Park Basketball Court Replacement, Bid #2228**

Director Leiner provided background information on the Indian Ridge Park Basketball Court Replacement, Bid #2228. Chair Curin called for additional questions. Hearing none, Chair Curin moved to approve the Indian Ridge Park Basketball Court Replacement, Bid #2228, base bid in the amount of \$108,800 from Continental Construction Company, Inc. of Evanston, Illinois to the full Board for approval. Commissioner Simon seconded the motion. Motion passed by voice vote.

# NORTHBROOK PARK DISTRICT

## **Consider IDOT De Minimis Request Meadowhill Park**

Director Leiner provided additional information on the IDOT De Minimis request at Meadowhill Park. Staff flagged the area in question for Commissioner review. Commissioners engaged in a question and answer session. Chair Curin called for additional questions. Hearing none, Chair Curin moved to concur with the IDOT De Minimis finding for the .15 acres of Meadowhill Park for the purpose of adding a northbound left turn lane on IL-43 to the full Board for approval. Commissioner Simon seconded the motion. Motion passed by voice vote.

OLD BUSINESS – None

## NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for September 12, 2022 at 6:30pm, Joe Doud Administration Building, 545 Academy Drive.

## ADJOURNMENT

With no further business, the Meeting was adjourned at 8:23PM.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

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