



## 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, January 18, 2024 in person at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 6:53pm by Chair Goodman.

Members Present – Chair Goodman; Member Silverman

Member Absent – Member Kumar

Ex-Officio Members Present – Commissioners Chalem, Chambers and Chao

Ex-Officio Member Absent – Commissioner Schyman

Staff Present – Executive Director Leiner; Directors Baron, Kim, Loftus, Olas, Scovic and Tokar; Executive Administrative Assistant Peterson; Business Manager Drahos; Project & Operations Supervisor Scharp

RECOGNITION OF VISITORS - None

### APPROVAL OF MINUTES

Chair Goodman moved to approve the Minutes of the Parks and Properties Committee Meeting of October 19, 2023.

Commissioner Silverman seconded the motion. Motion passed by voice vote.

### INFORMATIONAL ITEMS/VERBAL UPDATES

#### **District Grant Status Update**

Executive Director Leiner provided a status report on projects that have received grant funding. Total outstanding contractually obligated funds for Oaklane Park, Williamsburg Square Park and Greenfield Park total \$750,000 with anticipated disbursement in FY 2024 and FY 2025. The District was awarded the Park and Recreational Facility Construction (PARC) Grant in the amount of \$2.8 million. The timeline beyond the receipt of the contract is to be determined. The District submitted an Open Space Lands Acquisition and Development (OSLAD) Grant application for Meadowhill Aquatic Center in 2023. To date the IDNR has not released the names of award recipients. Commissioners engaged in a question-and-answer session.

#### **Greenfield Park Project Component and Budget Evaluation**

Director Kim provided an update on the Greenfield Park renovation project scope, component costs and budget. The project encompasses the removal and replacement of the playground equipment, ADA pedestrian path and basketball court along with general landscaping improvements. The scope also includes the installation of a decorative fence between the playground and Harbor Lane. Commissioners engaged in a question-and-answer session.

#### **Wescott Park Project Component and Budget Evaluation**

Director Kim provided an update on the Wescott Park Tot Lot playground replacement. The Park has been designated for synthetic turf safety surface for the playground in place of engineered wood fiber (wood chips). Commissioners engaged in a question-and-answer session.

#### **Williamsburg Square Park Project Component and Budget Evaluation**

Director Kim provided an update on the Williamsburg Square Park renovation project scope, component costs and budget. The project encompasses the removal and replacement of the playground equipment, ADA pedestrian path, basketball court, tennis court, fencing (athletic court and perimeter) and park site amenities. The scope includes converting one tennis

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court into two pickleballs courts, with a 4' fence separating the courts, and a picnic shelter. Commissioners engaged in a question-and-answer session.

## **Brees Park**

Executive Director Leiner provided additional information regarding a request for the Board to consider the installation of a playground at Brees Park. Option 1 recommends maintaining the Park as open green space in alignment with the 2021 Comprehensive Master Plan Update. In Option 2, the District would conduct a neighborhood survey to gauge the demand for developing this parcel. Commissioners engaged in a question-and-answer session. By consensus, the Board directed Executive Director Leiner to proceed with Option 2.

## **Professional Services Agreement with Bulley & Andrews**

Executive Director Leiner provided an update on the development of a Professional Services Agreement with Bulley & Andrews.

## **Waterslide Maintenance and Repairs, Bid #2262**

Director Kim provided an update on the Waterslide Maintenance and Repairs, Bid #2262. The project did not receive bids and will go back out to bid as two separate projects, Meadowhill Aquatic Center and Sports Center Pool.

## **Leisure Center IDNR PARC Grant Update**

Staff is excited to share that the Illinois Department of Natural Resources (IDNR) has awarded the District \$2.8 million through the Park and Recreational Facility Construction (PARC) grant program.

UNFINISHED BUSINESS – None

## NEW BUSINESS

### **Consider District Site Amenities, Bid #2256**

Director Kim provided background information on the District Site Amenities, Bid #2256. Chair Goodman moved to approve District Site Amenities, Bid #2256 Base Bid in the amount of \$64,088.00 and Bid Alternates #1, #2 #3, #4 and #5 in the amount of \$13,455.00 for a total award of \$77,463.00 to NuToys Leisure Products of Westchester, Illinois to the full Board for approval. Commissioner Silverman seconded the motion. Motion passed by voice vote.

### **Consider Greenfield Park and Williamsburg Square Park Fence Installation, Bid #2257**

Director Kim provided background information on the Greenfield Park and Williamsburg Square Park Fence Installation, Bid #2257. Commissioners engaged in a question-and-answer session. Commissioner Silverman raised concerns about the liability posed from gates exiting residential property into the Park. Executive Director Leiner stated that he would consult with corporate counsel to determine if any liability was created by providing the option of residential gates to park neighbors before the next Board of Commissioners meeting. Chair Goodman moved to approve the Greenfield Park and Williamsburg Square Park Fence Installation, Bid #2257 to Peerless Enterprises LLC of Saint Charles, Illinois, for the Greenfield Park Fence Installation Base Bid #1 in the amount of \$10,330.00 and Williamsburg Square Park Fence Installation Base Bid #2 in the amount of \$212,194.00 for a total amount of \$222,524.00 to the full Board for approval. Commissioner Silverman seconded the motion. Motion passed by voice vote.

### **Consider Greenfield, Wescott and Williamsburg Square Park & Playground Renovations, Bid #2258**

Director Kim provided background information on the Greenfield, Wescott and Williamsburg Square Park & Playground Renovations, Bid #2258. Staff recommends approving the Bid by location and awarding the Greenfield Park and Wescott Park projects to D&J Landscape, Inc. of Shorewood, Illinois and award Williamsburg Square Park project to Hacienda Landscaping, Inc. of Minooka, Illinois. Director Kim discussed a letter received from the Chicago Laborers District Council regarding D&J Landscape, Inc. Commissioners engaged in a question-and-answer session. Chair Goodman raised concerns that awarding the contract to D&J Landscaping was not in alignment with the District's Mission, Vision, and Guiding Principles Discussion ensued, Director Kim informed the Board that the other qualified bidder, Hacienda Construction had

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previously had similar performance issues as outlined in the letter provided by the Chicago Laborers District Council. Executive Director Leiner reiterated the opinion of corporate counsel that the District was not obligated by law to disqualify the bid from D&J Landscaping. Discussion ensued. Chair Goodman called for additional questions. Hearing none, Commissioner Silverman moved to forward the contracts for Greenfield, Wescott and Williamsburg Square Park & Playground Renovations, Bid #2258 to the full Board for further discussion and consideration. Chair Goodman seconded the motion. Motion passed by voice vote.

## **Consider Administration Parking Lot Replacement & Leisure Center ADA Improvements, Bid #2259**

Director Kim provided background information on the Administration Parking Lot Replacement & Leisure Center ADA Improvements, Bid #2259. Executive Administrative Assistant Peterson stated that the project would cause Board and Committee meetings to be relocated. Commissioners engaged in a question-and-answer session. Chair Goodman called for additional questions.

Chair Goodman moved to approve the Administration Parking Lot Replacement & Leisure Center ADA Improvements, Bid #2259 Base Bid #1 Administration Parking Lot in the amount of \$236,500.00 and Base Bid #2 Leisure Center ADA improvements in the amount of \$127,820.00 to Maneval Construction Company of Ingleside, Illinois for a total combined amount of \$364,320.00. Commissioner Silverman seconded the motion. Motion passed by voice vote.

Chair Goodman moved to approve a not-to-exceed additional contingency in the amount of \$100,000.00 for potential sub-base parking lot repairs at the Joe Doud Administration Building. Commissioner Silverman seconded the motion. Motion passed by voice vote.

## **Consider Wescott & Williamsburg Square Park Synthetic Turf Installations, Bid #2260**

Director Kim provided background information on the Wescott & Williamsburg Square Park Synthetic Turf Installations, Bid #2260. The turf was bid separately from playground installation to keep costs down. Commissioners engaged in a question-and-answer session. Chair Goodman called for additional questions. Commissioner Chambers raised the question as to whether synthetic turf safety surface should be included in the Williamsburg Square Park project scope. Discussion ensued. Chair Goodman moved to approve the Wescott Park Playground Synthetic Turf, Bid #2260 Base Bid in the amount of \$40,700.00 and Alternate #1 in the amount of \$1,600.00 for a total award of \$42,300.00 from Perfect Turf, LLC. of Rolling Meadows, Illinois to the full Board for approval. Commissioner Silverman seconded the motion. Motion passed by voice vote.

OLD BUSINESS – None

## NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for February 12, 2024 at 6:45pm or immediately following the previous Committee Meeting, Joe Doud Administration Building, 545 Academy Drive.

## ADJOURNMENT

With no further business, the Meeting was adjourned at 8:43pm.

Respectfully submitted,  
NORTHBROOK PARK DISTRICT

/s/ Chris Leiner

Chris Leiner, Secretary  
Board of Commissioners/wp