



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 Monday, February 12, 2024 in person at the Joe Doud Administration Building, 545 Academy Drive, Northbrook, Illinois.

CALL TO ORDER – The Meeting was called to order at 7:24pm by Chair Goodman.

Members Present – Chair Goodman; Member Kumar

Member Present via Conference Call – Member Silverman (left at 8:25pm)

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

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

Guest – Nicole Karas, Robbins Schwartz (left at 7:53pm); Matt Duggan and Ania Szulc, Wight & Company (arrived at 7:51pm and left at 9:01pm)

RECOGNITION OF VISITORS - None

AMEND AGENDA

Chair Goodman called for a motion to amend the Agenda. Commissioner Silverman moved to Amend the Agenda to move New Business Item 2/12.8 Consider Professional Services Agreement with Bulley & Andrews – Meadowhill Aquatic Center Construction Manager at Risk (CMAR) to follow Approval of Meeting Minutes. Commissioner Kumar seconded the motion. Motion passed by voice vote.

Chair Goodman moved to amend the amended Agenda and move New Business Item 2/12.9 Consider Hard Court Repairs – Various Parks to follow New Business Item 2/12.8 Consider Professional Services Agreement with Bulley & Andrews – Meadowhill Aquatic Center Construction Manager at Risk (CMAR). Commissioner Kumar seconded the motion. Motion passed by voice vote.

APPROVAL OF MINUTES

Commissioner Silverman moved to approve the Minutes of the Parks and Properties Committee Meeting of January 18, 2024. Commissioner Kumar seconded the motion. Motion passed by voice vote.

NEW BUSINESS

Consider Professional Services Agreement with Bulley & Andrews – Meadowhill Aquatic Center Construction Manager at Risk (CMAR)

Executive Director Leiner reviewed the recommendation to approve the Professional Services Agreement with Bulley & Andrews of Chicago, Illinois for Construction Manager at Risk (CMAR) services for updates and repairs at Meadowhill Aquatic Center. Nicole Karas, legal counsel with Robbins Schwartz, reviewed the terms of the agreement. Commissioners engaged in a question-and-answer session. Chair Goodman called for additional questions. Hearing none, Chair Goodman moved to approve the Professional Services Agreement with Bulley & Andrews of Chicago, Illinois for Construction Manager at Risk services for updates and repairs at the Meadowhill Aquatic Center for a fixed fee of \$444,173 and Reimbursable Expenses in the amount not to exceed \$71,158 for a total amount of \$515,331 to the full Board for approval. Commissioner Kumar second the motion. Motion passed by voice vote.

NORTHBROOK PARK DISTRICT

Consider Hard Court Repairs – Various Parks

Director Kim provided background information on the proposal from US Tennis Court Construction Company of Lockport, Illinois for court repairs at Crestwood Park, Meadow Road Tot Lot, Stonegate Park and Wood Oaks Green Park. Nicole Karas, legal counsel with Robbins Schwartz, provided information on The Interlocal Purchasing System (TIPS). US Tennis Court Construction Company will be required to provide lien waivers, certificate of insurance, certified payroll documents, payment and performance bonds and payment of Prevailing Wage for all work completed. Commissioners engaged in a question-and-answer session. Chair Goodman called for additional questions. Hearing none, Commissioner Kumar moved to approve the proposal from US Tennis Court Construction Company of Lockport, Illinois for court repairs at Crestwood Park, Meadow Road Tot Lot, Stonegate Park and Wood Oaks Green Park in the amount of \$200,802.55 to the full Board for approval. Commissioner Silverman seconded the motion. Motion passed by voice vote.

INFORMATIONAL ITEMS/VERBAL UPDATES

Leisure Center Renovation Project Scope and FY 2025 Capital Improvement Plan Discussion

Executive Director Leiner provided background information on the development of the Leisure Center Renovation project scope and provided an update on the Park and Recreational Facility Construction (PARC) Grant award. The District secured \$2.8 million grant funding from the Illinois Department of Natural Resources for the project. Matt Duggan and Ania Szulc of Wight & Company presented modified phased concept plans. Commissioners engaged in a question-and-answer session. Commissioners provided consensus to move forward with Concept Plan Phase 1A.

Recreation Trails Program (RTP) Grant for Techy Prairie Park and Fields

Director Kim provided information on the Recreation Trails Program (RTP) Grant for Techy Prairie Park and Fields (TPPF). The TPPF pathway is budgeted for the first phase of a multi-phase maintenance and replacement plan starting in 2025. On January 22, 2024, the Illinois Department of Natural Resources (IDNR) announced the opening of the federal RTP Program with an application deadline of March 22, 2024. This is an opportunity for the District to apply for grant money for the first phase of the TPPF pathway project that is included in the 2024 Capital Improvement Plan. The RTP program can provide up to 80% funding on approved projects and requires a minimum of 20% matching of non-federal funding. The maximum grant payout for this project is \$160,000. Commissioners engaged in a question-and-answer session.

Meadowhill Aquatic Center OSLAD Grant Update

Director Kim announced that Park District was awarded an Open Space Land and Acquisition and Development (OSLAD) Grant for Meadowhill Aquatic Center in the amount of \$600,000.

UNFINISHED BUSINESS – None

NEW BUSINESS

Consider Ordinance 24-O-2, Park District Surplus

Director Kim provided background information on the surplus of Park District equipment. Chair Goodman called for questions. Hearing none, Chair Goodman moved to approve Ordinance 24-O-2, Park District Surplus to the full Board for approval. Commissioner Kumar seconded the motion. Motion passed by voice vote.

OLD BUSINESS

Chair Goodman requested information on the bid process.

NEXT MEETING

The next Parks and Properties Committee Meeting was scheduled for March 11, 2024 at 6:45pm or immediately following the previous Committee Meeting, Joe Doud Administration Building, 545 Academy Drive.

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ADJOURNMENT

With no further business, the Meeting was adjourned at 9:10pm.

Respectfully submitted,
NORTHBROOK PARK DISTRICT

/s/ Chris Leiner

Chris Leiner, Secretary
Board of Commissioners/wp