



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

## Parks and Properties Committee Meeting

April 19, 2023

6:45pm or immediately following the Administration and Finance Committee Meeting  
Joe Doud Administration Building, 545 Academy Drive

### AGENDA

- I. Call to Order—Chair Curin; Members Goodman and Simon
- II. Recognition of Visitors
- III. Approval of Meeting Minutes  
4/19.18 Parks and Properties Committee Meeting of March 13, 2023  
4/19.19 Closed Session Meeting Minutes of March 13, 2023
- IV. Move Into Closed Session To Discuss The Purchase of Real Property For The Use Of The Public Body, Including Meeting Held For The Purpose Of Discussing Whether A Particular Parcel Should Be Acquired.  
5ILCS 120/2 (c)(5)
- V. Informational Items / Verbal Updates
  - A. Salceda Park Property Boundaries
  - B. Williamsburg Square Park OSLAD Grant Award
  - C. Synthetic Playground Safety Surface Oaklane Park
  - D. Athletic Field and Court Assessment
  - E. Leisure Center Concept Plan Update
  - F. Parks Division Staffing Update
  - G. Velodrome Update Track Condition Update
  - H. 4<sup>th</sup> of July Update
- VI. New Business  
4/19.20 Consider Professional Services Agreement with Gewalt Hamilton Associates, Inc.: Leisure Center Parking Lot and ADA Improvements, Indian Ridge Park Pathway ADA Improvements and Repairs, the Joe Doud Administration Building Parking Lot Replacement and ADA Entrance Improvements  
4/19.21 Consider Playground Poured in Place Repairs, Bid #2250
- VII. Old Business
- VIII. Next Meeting – May 16, 2023 at 6:30pm, Joe Doud Administration Building, 545 Academy Drive
- IX. Adjournment

Copies to: Park Board, Attorney, Directors, All Staff and Park District Facilities, Daily Herald, 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.

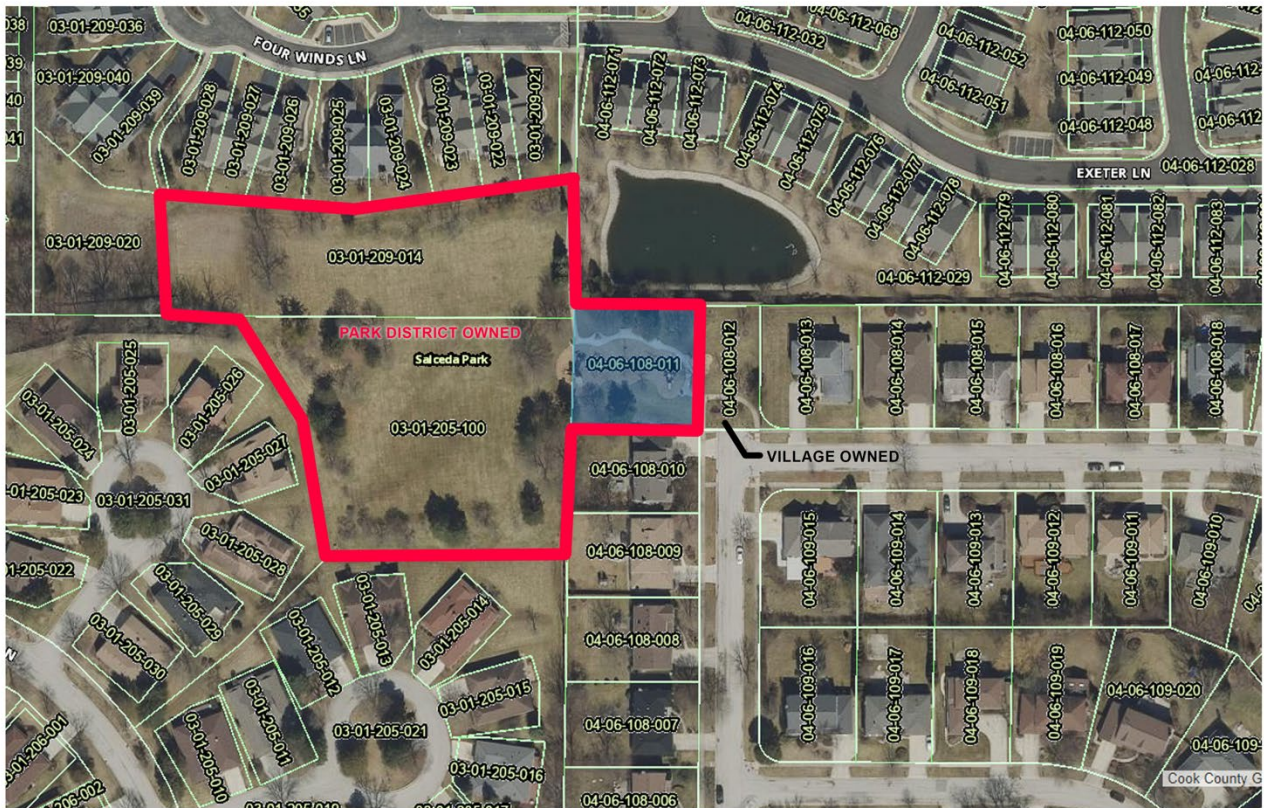


# MEMORANDUM

To: Parks and Properties Committee  
From: Chris Leiner, Director of Parks & Properties  
Nicole Wrobel, Project Manager  
Agenda Item: V. A. Salceda Park Property Boundaries  
Date: April 14, 2023

## Background & Analysis:

At the February 18 Envision and Prioritize Workshop, Commissioners discussed the property boundaries of Salceda Park. Salceda Park was donated to the District in 1976 and consists of three parcels totaling 1.73 acres. Two open-space properties connect to the Park District's property. The highlighted parcel is where the playground is located. The property to the east of the playground is owned by the Village of Northbrook and maintained by the District. The parcel to the west of the Park is owned and maintained by the Four Winds Homeowners Association.



Pc: Molly Hamer, Executive Director



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# MEMORANDUM

To: Parks and Properties Committee  
From: Chris Leiner, Director of Parks & Properties  
Agenda Item: V. B. Williamsburg Square Park OSLAD Grant Update  
Date: April 14, 2023

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## Background & Analysis:

On March 3, Governor Pritzker announced 118 Open Space Land Acquisition and Development (OSLAD) Grants and the District was awarded \$600,000 for the Williamsburg Square Park renovation project. The grant submission was a multi-departmental project led by the District's Planning Department with support from the Marketing, Recreation, Finance and Administration Divisions. This is the second OSLAD Grant awarded to the District in the last two years, where the Hitchcock Design Group developed the application and the final submitted concept plan for both projects.

**Pc:** Molly Hamer, Executive Director



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# MEMORANDUM

To: Parks and Properties Committee  
From: Chris Leiner, Director of Parks & Properties  
Agenda Item: 4/19.20 Consider Professional Services Agreement with Gewalt Hamilton Associates, Inc.: Leisure Center Parking Lot and ADA Improvements, Indian Ridge Park Pathway ADA Improvements and Repairs, the Joe Doud Administration Building Parking Lot Replacement and ADA Entrance Improvements  
Date: April 14, 2023

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**Staff Recommendation:**

Staff recommends the approval of the Professional Services Agreement with Gewalt Hamilton Associates, Inc. (GHA) of Vernon Hills, Illinois for civil engineering services in the amount of \$71,030.00. GHA will be responsible for developing concepts and construction documents for three projects: the Leisure Center Parking Lot and ADA Improvements, Indian Ridge Park Pathway ADA Improvements and Repairs, and the Joe Doud Administration Building Parking Lot Replacement and ADA Entrance Improvements.

The construction documents for these projects will be completed in 2023, with the actual construction scheduled to begin in 2024.

**Background & Analysis:**

As budgeted in the FY 2023 CIP these projects will include developing concepts into construction documents for:

1. Leisure Center Parking Lot and ADA Improvements: new ADA sidewalk from the west parking lot to the Leisure Center.
2. Indian Ridge Park Pathway ADA Improvements and Repairs: correct heaving concrete and improve drainage.
3. Joe Doud Administration Building Parking Lot Replacement and ADA Entrance Improvements: replace 29 year old asphalt and correct sidewalk slopes.

**Explanation:**

1. Budgeted Cost: \$68,000.00
2. Budget Source: 2023 CIP Various Accounts
3. Legal Requirement: None

**Motion:**

The Parks and Properties Committee Chair moves to approve the Professional Services Agreement with Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois for civil engineering services to develop concepts and construction documents for the Leisure Center Parking Lot and ADA Improvements, Indian Ridge Park Pathway ADA Improvements and Repairs and the Joe Doud Administration Building Parking Lot Replacement and ADA Entrance Improvements in the amount of \$71,030.00.

**Pc:** Molly Hamer, Executive Director



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# MEMORANDUM

To: Parks and Properties Committee  
From: Chris Leiner, Director of Parks & Properties  
Agenda Item: 4/19.21 Consider Playground Poured in Place Repairs, Bid #2250  
Date: April 14, 2023

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**Staff Recommendation:**

Staff recommends the approval of the District-wide Playground Poured in Place Repairs, Bid #2250 including Base Bids for Salceda Park, West Park, Techny Prairie Park and Fields and Meadow Road Tot Lot to Surface America, Inc. of Williamsville, New York in the amount of \$81,457.00.

**Background & Analysis:**

The project includes the replacement of the existing rubber tile playground safety surface that is beyond its useful life at four playgrounds. The repairs will enhance accessibility, fall protection and play experience. The four sites are:

1. Techny Prairie Park and Fields Playground (entire PIP area, 1,500 SF)
2. West Park Playground (three separate PIP areas, 650 SF)
3. Meadow Road Tot Lot Playground (entire rubber tile area, 675 SF)
4. Salceda Park Playground (repair 100 SF)

The project is included in the 2023 Capital Improvement Plan.

The District received one qualified bid for the project:

Bidder	Base Bid Salceda Park	Base Bid West Park	Base Bid Techny Prairie Park and Fields	Base Bid Meadow Road Tot Lot	Total Base Bid
Surface America, Inc. PO Box 157 Williamsville, New York 14231	\$5,865.00	\$14,999.00	\$39,203.00	\$21,390.00	\$81,457.00

The lowest qualified bidder, Surface America, Inc. has previously worked for the District and has provided excellent references.

**Explanation:**

1. Budgeted Cost: \$81,000
2. Budget Source: 2023 Capital Improvement Plan
3. Legal Requirement: None

**Motion:**

The Parks and Properties Committee Chair moves to approve the total Base Bid for District-wide Poured in Place Repairs, Bid #2250 to Surface America, Inc. of Williamsville, New York in the amount of \$81,457.00 to the full Board for approval.

**Pc:** Molly Hamer, Executive Director