



# Board of Park Commissioners

## Regular Board Meeting

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

September 25, 2024  
Joe Doud Administration Building, 545 Academy Drive  
7pm

### REGULAR BOARD MEETING AGENDA

- I. Call to Order and Roll Call
- II. Recognition of Visitors
- III. Approval of Agenda
- IV. Board Committee Reports
- V. Informational Items / Verbal Updates
- VI. Consent Agenda

The matters listed for consideration on the Consent Agenda have been discussed by the Board of Commissioners previously at the September 16, 2024 Committee-of-the-Whole Meeting and are matters on which there was unanimity for placement on the Consent Agenda at this meeting. Consent Agenda items are those that are approved by one motion, unless any Board Member or staff requests an item be removed. If a Consent Agenda item(s) is removed, it is then relocated to Action Items for discussion and consideration.

9/25.58 Approval of Regular Board Meeting Minutes of August 28, 2024

9/25.59 Approval of August 2024 Vouchers

9/25.60 Approval of Techny Prairie Park and Fields Cell Tower Lease

9/25.61 Approval of Managed Detection and Response Services

9/25.62 Approval of Park Board of Commissioners 2025 Meeting Calendar

9/25.63 Approval of Bus Transportation Services Bid #2269

- VII. New Business
- VIII. Unfinished Business
- IX. Action Items
  - 9/25.64 Accept Athletic Field and Hard-Court Assessment
- X. Executive Director's Report
- XI. Commissioner Reports
- XII. President's Report
- XIII. Move into Closed Session to Discuss Employment of an Employee 5 ILCS 120/2(c)(1)
- XIV. Next Meeting
  - a. Regular Board Meeting, October 23, 2024, 7pm, Joe Doud Administration Building, 545 Academy Drive
- XV. 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.



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# MEMORANDUM

To: Board of Commissioners  
From: Chris Leiner, Executive Director  
Eileen Loftus, Director of Recreation  
James Kim, Director of Parks & Properties  
Agenda Item: IX. 9/25.64 Accept Athletic Field and Hard-Court Assessment  
Date: September 20, 2024

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## Background and Recommendation:

As part of the 2021 Comprehensive Master Plan Update (CMP) Action Plan, the District engaged in a Professional Services Agreement with Hitchcock Design Group (HDG) of Naperville, Illinois, for Landscape Architecture services to develop and deliver an Athletic Field and Hard-Court Assessment to include the physical track at the Ed Rudolph Velodrome for the Northbrook Park District in March 2023. Updates on the project progression and review of the sections of the document culminated at the May 14, 2024 Committee-of-the-Whole Meeting where the Board had minimal changes to the document and directed staff to finalize the Assessment.

Staff is requesting the attached final Field and Court Assessment for acceptance by the Board at the September 25, 2024 Regular Board Meeting. The Assessment has been utilized in FY 2023 and FY 2024 to guide staff to prioritize and implement maintenance projects that impact affiliate and rental groups.

In preparation for the 2024 season, the following projects were completed in the fall of 2023 and spring of 2024 to improve field conditions:

### Village Green Park Baseball Field

- Improved sections of infield to reduce areas that currently retain water, reduced infield lip, and added conditioner to help manage moisture of the clay surfaces.

### Meadowhill Park Baseball Field #3 – Doc O’Neil

- Reduced infield lip and added conditioner to help manage moisture of the clay surfaces.

### Indian Ridge Park Softball Field

- Reduced infield lip, regraded surfaces along 3<sup>rd</sup> base line to improve surface drainage paths
- and added conditioner to help manage moisture of the clay surfaces.

### Wescott Park Softball Field

- Improved surface drainage by reworking clay levels along the 3<sup>rd</sup> base line.

### Techy Prairie Park and Fields Softball Field #28

- Improved surface drainage by filling low spots and reworking the overall clay levels along the 3<sup>rd</sup> base line.

### Soccer

# NORTHBROOK PARK DISTRICT

- Four soccer goals were purchased and were placed at 7v7 fields at Wood Oaks Green Park and Indian Ridge Park for the spring soccer season.

This fall and upcoming spring the following projects are planned for the 2025 baseball season: (dependent on weather conditions):

## Meadowhill Park Baseball Field #4

- Replacement of infield mix with a higher quality material, releveling of infield, leveling of lips, increasing the number of available base distances.

## Techny Prairie Park and Fields Softball Field #27

- Replacement of infield mix with higher quality material, releveling of infield, additional work to address surface movement of clay off of field surfaces, and leveling of lips.

## West Park Baseball Fields #14 and #16, Wood Oaks Green Park Softball Field #24, Wescott Park Baseball Field #12, and Techny Prairie Park and Fields Softball Fields #26 & #28

- Addition of clay and/or field conditioner as needed to alleviate ponding and improve surface drainage.

## Techny Prairie Park and Fields Baseball Field #29

- New outfield fence will be purchased.

Additionally, annual maintenance and repairs to tennis, pickleball and basketball have been completed or are in progress.

Project planning for the 2025 season has started and will be part of the capital and operational budget preparation. Considerations noted in the Assessment were also included in the design for the Open Space Lands Acquisition and Development (OSLAD) grant application submitted this month for West Park.

If the Board accepts the Assessment as presented, staff will communicate its completion and public availability to the affiliates and key user groups.

### **Draft Motion:**

I move to accept the Field and Hard-Court Assessment as presented.