

BUILDING, GROUNDS & PARK SERVICES COMMITTEE MEETING
Administration Building, First Floor Conference Room
1930 Prairie Street, Glenview, IL 60025
Regular Meeting Minutes
February 21, 2013 @ 8:30 a.m.

1. Roll Call

Commissioner Angie Katsamakidis called the meeting to order at 8:33 a.m. and the roll was called.

Commissioners/Official Staff present: Commissioners: Angie Katsamakidis, Bill Casey, Dan Peterson; Chuck Balling, Executive Director; James Warnstedt, Superintendent of Park and Facility Services; Ken Wexler, Landscape Architect; Mike Sullivan, Park Services Supervisor; Brent Carpenter, Supervisor of Fields and Fleet Services; Bob Quill, Superintendent of Leisure Services; Cheryl Noll, Recording Secretary

Commissioners/Official Staff absent: None

Other topics:

The Village of Glenview has approached the Park District regarding temporary use of 1100 Roosevelt Ave. for a temporary fire station. The Village has requested a temporary use agreement with the park district to allow the fire department to use the old maintenance area for fire department operations for approximately one year while a new station is being constructed. As discussed and recommended by the committee, Attorney Witwer will move forward with developing a license agreement with similar terms and in the same spirit of intergovernmental cooperation to the IGA used when the park district temporarily housed its administrative offices in the old police station.

Chuck Balling left the meeting at 8:53 a.m.

2. Agenda topics

- a. **Roosevelt Park Playground RFP Results and Next Steps**—Staff reviewed the six proposals received for playground equipment designs for Roosevelt Park. These companies submitted designs for both user groups aged 2-5 and 5-12. The next step in the process is to hold a neighborhood input meeting at the Roosevelt Fieldhouse. Committee was in agreement and suggested this meeting be held on a weeknight, sometime in mid-March.
- b. **Glenview Park Foundation Potential Project at Jackman Park**—Staff reviewed the proposed plan and budget breakdown for the potential Glenview Park Foundation playground project at Jackman Park. Committee was in agreement that the design should move forward and hold a combined neighborhood meeting with Roosevelt Park playground in mid-March. The goal would be to have the project completed by mid-November.

Commissioner Charles Kuhn phone conferenced into the meeting at 9:17 a.m.

- c. **Tree Donation Program**—Staff reviewed a presentation that highlighted the proposed changes to the Park District's current Memorial Tree Program. After much discussion it was decided that the program would continue with a 10-year guarantee on the tree and signage. The committee still feels strongly that a tree should have some type of marking showing the benefactor. Staff will look for ways to memorialize a tree without a monument and bring those suggestions back to the committee. Commissioner Kuhn requested a copy of the Tree Memorial Project report previously submitted by our intern, Michelle Caplan.

- d. **2013 Grant Submissions**—Staff reviewed two grant applications submitted this year. The first grant submission was to the American Academy of Dermatology for their Shade Grant Program that provides a maximum of \$8,000 towards a shade structure. Staff has identified the players' bench areas at softball field 5 in Community Park West as the location that would best be served by this grant.

The second grant submitted was on the Mitigating Emerald Ash Borer Impacts on the Urban Forest Municipal Grant Program that is administered by the Metropolitan Mayors Caucus. This grant provides for up to \$10,000 towards reforestation efforts throughout our park system. The main focus will be on replanting trees in areas where many of our Ash trees were removed. These locations include Cole Park, Community Park West, Rugen Park, Johns Park, Hawthorne Glen and Diederich Park.

- e. **Community Park West Baseball Netting Project**—Staff reviewed the two quotes received for fencing and netting options. Staff also contacted Tanner Consulting Group who submitted a 3-D site plan. The committee decided to go out to bid for all four diamond backstops with netting going out over the first and third bases to stop pop-up foul balls. Commissioner Kuhn requested the drawings be emailed to him.

Committee Recommendation(s)

- *Committee approved to move forward with neighborhood meetings for Roosevelt Park Playground and the Glenview Park Foundation Jackman Park playground project.*
- *Committee approved keeping the Tree Donation program with a different type of marking.*
- *Committee approved getting bids for the first phase of the netting project at CPW.*

3. Project Updates

- a. **Diederich Park Fieldhouse Renovations**—Staff went over the in-house renovations on the fieldhouse. The project is moving forward on schedule and should be ready for summer usage.
- b. **Alternative Fuel Usages**—Brent Carpenter reviewed information regarding LP gas usage for mowers, fork lifts, grills and the black smith shop at The Grove. Committee was in agreement that the Park Services Division should move forward with obtaining LP gas on their site and going to the village for approval.

4. Adjourn

Commissioner Casey moved seconded by Commissioner Katsamakakis to adjourn the Open Session at 10:31 a.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Robert J. Patton
Board President

Charles T. Balling
Board Secretary

Approved this 21st day of March, 2013