

BUILDING, GROUNDS & PARK SERVICES COMMITTEE MEETING

Administration Building
1930 Prairie Street, Glenview, IL 60025
Regular Meeting Minutes
August 14, 2013 @ 12:30 p.m.

1. Roll Call

Commissioner Kuhn called the meeting to order at 12:33 p.m. and the roll was called.

Commissioners/Official Staff present: Commissioners, Tosh, Kuhn, Casey, Peterson; Chuck Balling, Executive Director; James Warnstedt, Superintendent of Park and Facility Services; Ken Wexler, Landscape Architect; Kris Mikkelsen, Mike Sullivan, Supervisor of Facilities; Brent Carpenter, Supervisor of Fields and Fleet; Cheryl Noll, Recording Secretary

Commissioners/Official Staff absent: none
Dan Peterson arrived at 12:36 p.m.

2. Agenda Topics

- a) **Results/Staff Recommendation for Roosevelt Park Playground Installation –** Staff reviewed the 6 bids received for the Roosevelt Park Playground Installation. Kids Around the World will be recycling the equipment. Some of the brick pavers will be replaced; concrete curbs will be installed along with additional benches. The anticipated start date of this project is the first week of September.
- b) **Cunliff Park Stormwater Easement Concept Plans –** Staff went over an updated concept plan produced by the Village of Glenview addressing some of the concerns that were brought forward at the last Buildings, Grounds and Park Services Committee meeting. The proposed exterior bathroom doors are now both located on the south side of the building and the generator building was moved directly south of the fieldhouse. An additional overhang was added onto the generator building that will serve as a picnic shelter. The updated concept plan and a draft of the IGA was passed out and reviewed. Not shown on the plan is a sidewalk that will connect from the picnic shelter area and lining up with the walkway into the fieldhouse going north and south. The size of the pumping station will not impact the exiting play piece. The sand play area will need to be moved but the two trees there will be able to stay. The large Honey Locust tree will also remain. The IGA also allows for the ability of the park district to tap into the generator during power outages. Staff will consult with our attorney regarding clarification of maintenance in the IGA and request the mandatory public meetings be added.

Commissioner Kuhn recused himself from this part of the meeting at 1:08 p.m.

- c) **Potential Shade Structures at CPW Softball Fields / GTFA –** Staff will be working with the Glenview Titans Fastpitch Association to potentially cost share shade structures for the softball fields at CPW. GTFA has expressed interest in this project and sees a need to provide shade for not only the players, but also the spectators. Staff has cost estimates for this project, and with the recent success of the new shade structures out at the CPW baseball fields, this would be a worthwhile project to explore. Staff will again apply for the

\$8,000 grant in October that may partially fund the cost. A cost estimate for each type of structure, rigged and mesh along with pictures of each were distributed and discussed.

Commissioner Kuhn returned to the meeting once this discussion concluded at approximately 1:20 p.m.

- d) **1100 Roosevelt Design and Architectural Services** – Staff will be interviewing Architects through a select request for proposal process for the design work of the 1100 Roosevelt site. The District has ongoing relationships with all three professional firms that have been identified, and will evaluate which firm will best meet our needs for this project. The goal would be that we take the elements we need and put them into a design option to give us a good idea of cost. Commissioner Kuhn asked to be part of this process.

3. Project Updates:

- a) **Roosevelt Park Ballfield Renovation** – Staff gave an update on the ballfield renovation project that is taking place on all 4 ballfields at Roosevelt Park. The goal of this project is to improve drainage, safety and overall playability. Samples of the new field mix were distributed. The committee felt it was a good solution and hopes that it would be used at the CPW softball fields in the future.
- b) **Potential Flick Park Soccer Field Improvements / AYSO** – Lee Remen, the current AYSO President, contacted staff to move forward on the design development phase of the potential Flick Park Soccer Field Improvements Project. As you recall, School District 34 had given permission to the Glenview Park District to install improvements such as drainage, irrigation and grading to the property. This project would be funded entirely by AYSO, and a Memorandum of Understanding would accompany this project should it gain approval from both the AYSO Board and the Glenview Park District Board. Staff is working with Gewalt Hamilton on a plan to bring back to AYSO. School District 34 has given us an approval letter to move forward on this project.

4. Committee Recommendation(s)

- i) Committee recommends staff move forward with the bid from Elanar Construction for playground equipment installation at Roosevelt Park playground.
- ii) Committee recommends staff move forward and consult with our attorney regarding minor edits to clarify the IGA with the VOG for Cunliff Park Stormwater Easement Concept.
- iii) Committee recommends staff move forward with Potential Shade Structures at CPW Softball Fields in conjunction with Glenview Titans Fastpitch Association.
- iv) Committee recommends staff move forward to obtain three RFP's for 1100 Roosevelt design and architectural services.

5. Other Business

Gallery Park well pump has broken twice; staff is using their manpower to feed the system with fire hoses. Staff is meeting with the village to discuss the situation. The Village of Glenview may run a permanent line to feed the irrigation system. The pump house was also designed to feed the lake and provides water for the fields. They don't need the pump house to feed the lake any longer; it is using now only to water the soccer fields. It may be an option for us to take over the pump house, and then we will be responsible for maintaining and running the pump house and charge it back to the village. The village has reached out to the park district to help explore the best long-term fix to this ongoing problem.

6. Adjourn

Commissioner Kuhn moved seconded by Commissioner Peterson to adjourn the Open Session at 2:10 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

William M. Casey
Board President

Charles T. Balling
Board Secretary

Approved this 22nd Day of August, 2013