

**PARK & FACILITY SERVICES/ENVIRONMENTAL COMMITTEE**

Glenview Park District Swain Nelson Building

2320 Glenview Road, Glenview, IL 60025

Regular Meeting Minutes

Thursday, July 13, 2017 @ 8:32 a.m.

**1. Roll Call**

Chairperson Jen Roberts called the meeting to order at 8:30 am and the roll was called.

**Commissioners present:** Dave Tosh, Dan Peterson, Jen Roberts, Bill Casey, Bob Patton, Dave Dillon

**Official Staff present:** Executive Director Mike McCarty, Superintendent of Park & Facility Services Jim Warnstedt, Manager of Park & Facility Services Kris Mikkelsen, Park Planner Ken Wexler, Superintendent of Leisure Services Elsa Fischer, Superintendent of Special Facilities Lori Lovell, Recording Secretary Amy Wille

**Guests:** Steve Konters and Bridget Deatruck of Hitchcock Design Group, Barbara Heller of Heller & Heller

**Late Arrivals, Early Departure:** Bob Patton left at 9:28 a.m.

**Commissioners/Official Staff absent:** None

**2. AGENDA TOPICS**

**a. Comprehensive Master Plan – Prioritize: Preferred Strategies Phase Presentation**

Steve Konters of Hitchcock Design Group updated the committee on the progress of the Alternative Strategies Phase of the Comprehensive Master Plan. Following the PFSE Committee Meeting on June 8, Hitchcock Design Group and staff updated and revised the preliminary strategies to present to the committee a refined list of preferred strategies. Steve asked all of the commissioners to prioritize the strategies presented in order to create an action plan for the District for the next ten years. The prioritization method was structured through scoring each strategy in terms of a low priority, a medium priority, and a high priority.

Steve presented the preferred strategies through action items categorized by facilities, parks and open space, and programming. The committee discussed the various strategies in order to receive more clarification from the team and staff. Commissioner Dan Peterson provided some suggestions to refine a few strategies to create the appropriate result from the action item. Commissioner Jen Roberts suggested a revision to the language of an action item that refers to specific demographics.

**b. Results/Staff Recommendation of Concrete Sidewalk Project 2017 Bids**

Staff recommended the acceptance of the bid from Elanar Construction Co. of Chicago, IL in the amount of \$120,033.

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On June 29, 2017, six bids were received for concrete sidewalk projects through the District. Superintendent of Park and Facility Services Jim Warnstedt explained the bid package created by Manager of Park & Facility Services Kris Mikkelsen and Park Planner Ken Wexler that combines multiple projects from the ADA accessibility evaluation. Superintendent Warnstedt stated the funding sources will be ADA Special Recreation Fund, Capital Improvement, and Park Services Land Improvement.

The committee recommended the acceptance of the bid from Elanar Construction Co. of Chicago, IL for the concrete sidewalk projects for full board approval on the consent agenda.

**Project Updates**

**a. Flick Park Athletic Field Lights**

Superintendent Warnstedt updated the committee on the progress of replacing the athletic field lights at Flick Park. He stated that all of the original light poles have been removed and that the new lighting equipment should be delivered by the end of July. He also stated that the project is still on track to be completed by Labor Day weekend.

**b. Cole Park Fieldhouse Renovation & Outdoor Restroom Addition**

Superintendent Warnstedt presented the architectural drawings of the renovation project, including the addition of a vestibule on the north entrance. The vestibule, with an approximate cost of \$17,000, was suggested to allow for protection against the cold weather in the winter season. The committee discussed the benefits and cost analysis of adding a vestibule to the north end of fieldhouse. The committee also discussed the need for one or two vestibules and decided to move forward with one vestibule located at the north entrance.

**3. Other**

None

**4. Matters from the Public**

None

**5. Adjourn**

Commissioner Jen Roberts moved seconded by Commissioner Dan Peterson to adjourn the Open Session at 9:44 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

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Robert J. Patton  
Board President

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Michael D. McCarty  
Board Secretary

Approved this 27th day of July 2017