

**PARK & FACILITY SERVICES/ENVIRONMENTAL COMMITTEE**

Glenview Park District Administration Building  
1930 Prairie Street, Glenview, IL 60025  
Regular Meeting Minutes  
Thursday, March 9, 2017 @ 8:30 a.m.

**1. Roll Call**

Chairperson Dave Tosh called the meeting to order at 8:32 am and the roll was called.

**Commissioners present:** Dave Tosh, Angie Katsamakakis, Dan Peterson

**Official Staff present:** Superintendent of Park & Facility Services Jim Warnstedt, Manager of Park & Facility Services Kris Mikkelsen, Park Planner Ken Wexler, Recording Secretary Amy Wille

**Late Arrivals, Early Departure:** None

**Commissioners/Official Staff absent:** Executive Director Mike McCarty

**2. AGENDA TOPICS**

**a. Results/Staff Recommendation for Henking School Playground Installation**

Staff recommended the acceptance of the bid from Hacienda Landscaping of Plainfield, IL in the amount of \$71,748.

On January 26, 2017, seven bids were received for playground installation at Henking School. Superintendent of Park and Facility Services Jim Warnstedt explained the need for a replacement of the Henking School Playground due to being over 20 years old. School District 34 and their PTA worked together to select the new play equipment. With the Exchange of Services agreement, School District 34 is responsible for purchasing the equipment and the Park District is responsible for installation. The scope of work includes installing the play piece, swing set, perimeter curbing, drainage, and wood fiber surfacing for the fiscal year 2017/18. Staff submitted a budget of \$72,000 for this project.

The committee recommended the acceptance of the bid from Hacienda Landscaping of Plainfield, IL for the Henking School playground installation full board approval on the consent agenda.

**b. Results/Staff Recommendation for Basketball and Tennis Projects 2017**

Staff recommended acceptance of the bid from 10-S Court Solutions of Lake Forest, IL in the amount of \$82,463.

On January 27, 2017, four bids were received for the annual maintenance of the basketball and tennis courts. The scope of work includes crack repair and color coating at the following locations: Cole Park, Crowley Park, Diederich Park, Indian Trail Park, Roosevelt Park, and Willow Park. Staff budgeted \$75,300 from capital replacement funds for this project with an additional \$7,163 budgeted out of the Park and Facility Services operating funds.

The committee recommended the acceptance of the bid from 10-S Court Solutions of Lake Forest, IL for the basketball and tennis projects for full board approval on the consent agenda.

**c. Results/Staff Recommendation for Seasonal Landscape Maintenance Services**

Staff requested acceptance of the bids for the seasonal landscape maintenance services.

The contract for seasonal landscape maintenance services expired at the end of last year. On January 26, 2017, six bids were received. The scope of work will include three years of service at several locations throughout the district. Staff budgeted \$104,000 and recommended accepting the bid from ILT Vignocchi of Wauconda, IL in the amount of \$103,761 per year of service. Superintendent Warnstedt added that the company currently works for the Village of Glenview, which would help maintain uniformity throughout the district.

The committee endorsed the staff recommendation to accept the bid from ILT Vignocchi of Wauconda, IL for the seasonal landscape maintenance services for full board approval on the consent agenda.

**d. Results/Staff Recommendation for Tree Removal and Pruning Services**

Staff requested acceptance of bids for the tree removal and pruning services.

Three bids were received on February 2, 2017. Contractors submitted bids based on a “per inch” pricing that is dependent on the diameter size of the tree trunk and a “per hour” cost for a pruning crew. The scope of work includes removing dead trees in the parks, The Grove, and Glenview Park Golf Club and pruning services to perform maintenance tree trimming work. Staff budgeted \$90,000 for these tree services.

The committee endorsed the staff recommendation to accept the bid from Lucas Landscaping & Design Co. of Deerfield, IL for tree removal and pruning services for full board approval on the consent agenda.

**e. Results/Staff Recommendation for Diederich Park Drainage Project**

Staff recommended the acceptance of the bid from Elanar Construction of Chicago, IL in the amount of \$38,041.50.

Seven bids were received on March 2, 2017 for the Diederich Park Drainage Project. The scope of work includes installing a drainage system at Diederich Park to address frequently standing water in the park, as well as drain pipe installation at Flick Park. The Village of Golf, Metra, and the Park District collaborated to have this project completed in the fiscal year of 2017/18. Staff budgeted \$38,100 to be used towards this project and an additional \$13,000 will be funded by Metra.

The committee recommended the acceptance of the bid from Elanar Construction of Chicago, IL for the Diederich Park drainage project for full board approval on the consent agenda.

**f. Results/Staff Recommendation for Landscape Plant Material Installation**

Staff recommended the acceptance of the bid from Elanar Construction of Chicago, IL in the amount of \$100,840.

Three bids were received on March 2, 2017 for the installation of plant material. This annual project's scope of work includes installation of trees and shrubs at several parks as part of the Park District's reforestation efforts to replace trees lost to the Emerald Ash Borer. The funds budgeted for these plantings have been allocated from developer donations, park and facility services operating funds, and Wagner Farm land improvement funds. Superintendent Warnstedt added that the scope of work includes plant material and labor costs that will help create tree diversity and reforestation in sparse areas.

The committee recommended the acceptance of the bid from Elanar Construction of Chicago, IL for the landscape plant material installation work for full board approval on the consent agenda.

**g. Results/Staff Recommendation for Shade Shelter Installation 2017**

Staff recommended the acceptance of the bid from Elanar Construction of Chicago, IL in the amount of \$95,740.

Three bids were received on March 2, 2017 for the installation of shade shelters at the two softball fields at Swenson Park. Over the last two years, staff and Glenview Titan Fastpitch Association have worked together to develop the funding for the necessary shade shelters for players and spectators. Superintendent Warnstedt explained the attempts for receiving grant money to fund the shelters, but each attempt was ultimately unsuccessful. Staff budgeted \$96,000 for this project for the fiscal year of 2017/18.

The committee recommended the acceptance of the bid from Elanar Construction of Chicago, IL for the shade shelter installation for full board approval on the consent agenda.

**h. Coal Tar Policy**

Staff presented a draft of the Coal Tar Policy to formally adopt a ban on the use of coal tar asphalt sealers. For over five years, the Park District has practiced this ban since scientific studies conducted by the U.S. Geological Survey found health and environmental concerns with the use of sealers containing coal tar. Due to the need for sealers to improve asphalt longevity and appearance, the Park District would like to establish a policy regulating the use of sealant products.

After some discussion, staff agreed to include the clarifications made by the committee. Staff will update the changes into a new draft of the Coal Tar Policy as recommended by the committee. This item will be presented to the full board for approval at the March board meeting.

## **Project Updates**

**a. Johns Park Fieldhouse Renovation**

Kris Mikkelsen updated the committee on the renovations to the Johns Park Fieldhouse, which has been a longer process due to the fact that Johns Park fieldhouse is quite a bit larger and has indoor and outdoor restrooms. All electrical and HVAC construction have been completed with the first round of inspections approved by the Village of Glenview Inspector. The next step will be completing the insulation, paneling and drywall. The

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fieldhouse will not be totally completed with renovations, but functional with accessible bathrooms for the April elections. Commissioner Dave Tosh commended the Park Services team on their terrific job with the renovation.

**3. Other**

None

**4. Matters from the Public**

None

**5. Adjourn**

Commissioner Dave Tosh moved seconded by Commissioner Angie Katsamakidis to adjourn the Open Session at 9:04 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

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Daniel B. Peterson  
Board President

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Michael D. McCarty  
Board Secretary

Approved this 23rd day of March 2017