

PARK & FACILITIES SERVICES/ENVIRONMENTAL COMMITTEE
MEETING

Administration Building, 1st Floor Conference Room
1930 Prairie Street, Glenview, IL 60025
Regular Meeting Minutes
July 17, 2014 @ 9:00 a.m.

1. Roll Call

Commissioner Charlie Kuhn called the meeting to order at 9:01 a.m. and the roll was called.

Commissioners/Official Staff present: Commissioners: Dave Tosh, Charlie Kuhn, Executive Director Chuck Balling, Superintendent of Park and Facility Services James Warnstedt, Supervisor of Facilities Kris Mikkelsen, Park Planner Ken Wexler, Secretary Cheryl Noll

Commissioners/Official Staff absent: None

2. Agenda topics

- a. **Cunliff Park Playground Equipment Purchase.** Staff reviewed the supporting documents showing the cost associated with each play structure previously distributed to the committee for their review. Staff got feedback from the residents and narrowed the components down to two. Ken Wexler went over the two choices of the tot play pieces by the residents and the committee's choice was the play piece from Burke. The two choices of the older play pieces were discussed and the committee's choice was the piece from Little Tykes with a higher slide than shown.

This will be a late fall project. Kids Around the World will remove the old playground equipment and install it in Africa. The entire project should wrap up in early spring including landscape. With all of the new improvements, the appearance will be like a brand new park.

- b. **2013 Smithco Sweep Star Purchase.** Staff reviewed the supporting documentation showing the cost to purchase a sweeper/vacuum unit that is up for capital replacement. Due to it being a demo unit from last year staff will be able to purchase it at a substantial discount.
- c. **Strategic Plan Initiative–Parks Master Plan.** In planning for the August meeting of the Strategic Planning Advisory Committee, staff is seeking input from the committee on one of the major initiatives from the Division, most significantly the Parks Master Plan. The purpose of the Master Plan would be to develop a shared vision for the Parks system, make clear strategies to address current and future needs and collaboratively provide parks and recreation facilities and services including a land acquisition plan.

This is another approach to view the future of the park district and could take up to 6 months or a year if done in an organized and systemic way. When applying for

Grants, the state is looking to see if the potential project is included on the District's Master Plan.

- d. **The A/T Group–Program Management/Owner's Representative Services.**
Approval was given at the May 24th meeting to proceed with the construction drawing phase for the rebuilding of Park Services Maintenance Building East. As part of that budget, the A/T Group's fees were including under Project Management. As the A/T Group works directly for the district and not for Dewberry, this contract is handled outside of all other Dewberry contracts and needs separate approval. The price of the total fees will not increase as this was included in the original fee cost. The Director would normally have signed this agreement letter, however, it was above his \$20,000 signing authority.

3. **Committee Recommendations:**

- a. The committee recommends approving the purchase of the Cunliff Park Playground Equipment.
- b. The committee recommends approving the purchase of the 2013 Smithco Sweep Star Demo Unit from Burriss Equipment.
- c. The committee recommends approving the contract for the A/T Group.

4. **Project Updates:**

- a. **Jackman Park Renovation** – Ken Wexler indicated the concert bowl area is complete. The playground is 90% installed. The entire project should be completed in two weeks. The Park Foundation will assist in planting after their meeting on August 2.
- b. **Indian Trail Fieldhouse Renovation** – Staff has been working approximately a month and a half on this project and anticipates it being complete by the end of September. Chuck Balling complimented the team on the work they do to renovate the field houses. Almost 7 out of the 13 have been renovated. The increase in rentals from neighbors has been a huge success.
- c. **Flick Park Soccer Field Renovation** – Rain has delayed the project by a week or so, but the anticipated date for sod installation is still the first week in August (weather pending). The goal is to have the sod rooted and to be ready in time for the beginning of September, the start of the Fall AYSO soccer season.
- d. **2320 Glenview Road Building** – Kris Mikkelsen said staff had to replace 80-90% of electrical in the building. All the primary contractors are on board. The building will be tuck pointed so most of the landscape will be removed around the building. Steve Swanson is making a mosaic of the Swain Nelson logo for the lobby. This site will make a statement for the park district when complete. Charlie Kuhn suggested using the bricks salvaged from the fire and the cupola in the design, and staff would work with Dewberry to see what the design could be.

5. **Other business:**

- a. Staff recently met with the Director for the Trust for Public Land. A private donor has expressed interest in funding a Fitness Zone in the District. The Glenview Tennis Center would be the first choice with the CPW trails as a second potential location. Ken suggested if the site at the Tennis Club is successful, the park district can add equipment to another site in the future.

6. **Adjourn** Commissioner Tosh moved seconded by Commissioner Kuhn to adjourn the Open Session at 10: 30a.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Mary Jean Coulson
Board President

Charles T. Balling
Board Secretary

Approved this 24th day of July, 2014