

# **SPECIAL REVENUE FACILITIES COMMITTEE MEETING**

Glenview Park District Administration  
1930 Prairie Street, Glenview, IL 60025

Regular Meeting Minutes  
Tuesday, May 19, 2015 @ 9 a.m.

## **1. Roll Call**

Commissioner Casey called the meeting to order at 9:00 a.m. and the roll was called.

**Commissioners/Staff present:** Commissioners: Dave Tosh, Bill Casey, Dan Peterson, Charles Kuhn, Commissioner-elect Dave Dillon, Executive Director Michael McCarty, Acting Superintendent of Special Facilities Dave Woolf, Superintendent of Leisure Services Robert Quill, Superintendent of Park Services Jim Warnstedt, Director of Golf Ron Cassidy, Manager Glenview Ice Center Jim Weides, Facilities Maintenance Supervisor Kris Mikkelsen.

Others present: Keith Christian 2010 Engineering

**Commissioners/Staff absent:** None

**Late arrivals/Early Departures:** Bob Quill and Keith Christian left at 9:45 a.m.

## **2. Agenda Topics**

### **a. Glenview Ice Center HVAC Bid Review**

Facilities Supervisor Mikkelsen provided an overview of the upcoming project with a short history of why the HVAC system is not working properly. The units being replaced are all over 20 years in age, and have experienced an increase in maintenance issues that have required staff attention for the past few years. The primary focus of this project is to replace the HVAC units and move them from their current upstairs area. The existing HVAC units will be removed from the two second floor mechanical rooms and the new HVAC units will be moved to the roof, requiring new ductwork to connect the new units from the roof to the existing ductwork feeding the first floor areas.

The bids for this project were opened at Park and Facility Services West on May 12, 2015. The Base Bid low bidder was National Heat and Power Corporation from Morton Grove, Illinois in the amount of \$145,000. Staff requested \$37,000 from Capital Development funds to complete the base portion of this project to supplement the \$108,000 in the Capital Replacement fund that is earmarked for this work.

Commissioner Kuhn asked for clarification and justification regarding why staff is not recommending acceptance of the three alternates included in the bid packet. Ice Center Manager Weides stated that the alternate work is not essential at this time, but

may be addressed when future projects are considered. Commissioner-elect Dillon inquired as to whether the work currently being planned will be necessary if future projects are pursued. Staff informed him that work not being recommended for completion now will be necessary at some point in the future, but will not impact the work currently planned.

Commissioner Casey moved to put approval of the bid and the additional funding on the consent agenda for the May board meeting.

**b. Glenview Park Golf Course Project Update**

Superintendent Quill reported that turf conditions are good, but are being slowed by cold May weather. The course has minor drainage issues on holes 7 and 16 that are being addressed and do not affect the fairways. Overall course drainage time on the course has improved significantly. Date for the course re-opening is still to be decided and is weather dependent.

**c. Glenview Park Golf Course Clubhouse Construction Update**

Superintendent Quill presented the clubhouse update. Asbestos was discovered in the walls, which resulted in a \$20,000 change order. Drywall and electrical work are nearly completed. Railings in the outdoor patio area need to be taken out in order for work on the patio floor to be performed. Once that is done, they will be re-installed. The large elm tree in the gazebo area will need to be removed. GPD Landscape Architect Ken Wexler is investigating how we can get shade back in the area once the tree is removed. Future plans for expanding the outdoor patio and gazebo area will be addressed once the exact costs of the current project are finalized.

**d. Glenview Park Golf Course Opening Event Review**

Director of Golf Cassidy provided details regarding the upcoming course opening. Re-sodding by the front entrance has begun. Key stakeholders will be given the opportunity for preview tours of the course. Longtime members will be given an opportunity to play the course first. After the grand opening, there will be a media event which includes brunch and a chance to play the course. Staff will be promoting the course-opening during the 4th of July parade. Cross marketing efforts with GPGC members playing at the Prairie Club while the GPGC is under construction have been successful. "Guerilla marketing" of green golf bags in the community is being planned to raise awareness of the course re-opening.

Commissioner Kuhn asked if the flag by the front entrance was going to be moved since it is currently obscured. Director Cassidy remarked that staff is examining options as to where the flag could best be re-located.

**e. Glenview Prairie Club Platform Court Heater Update**

Director of Golf Cassidy informed the committee that in order to make the heaters function properly, a regulator for the gas line will need to be purchased from Nicor

and installed at a cost of \$4,400. Funds available in the capital development fund will be used to cover this expense. Nicor will begin the installation once payment is received.

**f. Glenview Park District Custodial Services Contract Extension**

The Glenview Park District has been participating in the Municipal Partnering Initiative (MPI) for the custodial services contract since May of 2012. Throughout the past 3 years, Advanced Cleaning Systems, Inc. has been excellent to work with and staff recommends extending the contract for fiscal years 2015-2016 and 2016- 2017. The 2015-2016 custodial contract is in the amount of \$203,594. As part of this contract, there is a provision for the 2016-2017 fiscal year for a maximum increase of 2%.

**g. Other Business**

Commissioner Kuhn requested an update on when the Sleepy Hollow bridge work will be completed. Superintendent Warnstedt stated that this is expected be completed by late next week.

Commissioner Kuhn acknowledged Ice Manager Weides for the great job done at the recently completed 42nd annual Ice Show.

**3. Committee Recommendations/Direction**

- a. Committee is recommending approval of the base bid of \$145,000 from National Heat and Power for the HVAC work at the Glenview Ice Center, and the allocation of \$37,000 from Capital Development to fund this project.**
- b. Committee is recommending the contract extension for Advanced Cleaning Systems Inc, of South Barrington, IL for fiscal years 2015-2016 and 2016-2017. The 2015-2016 custodial contract is in the amount of \$203,594.**

**4. Adjourn**

Commissioner Casey moved, seconded by Commissioner Kuhn to adjourn the meeting at 10:28 a.m.

ATTEST:

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Robert J. Patton  
Board President Pro Tem

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Michael D. McCarty  
Board Secretary

Approved this 28th day of May, 2015