

PARK & FACILITY SERVICES/ENVIRONMENTAL COMMITTEE

Glenview Park District Administration Building

1930 Prairie Street, Glenview, IL 60025

Regular Meeting Minutes

Thursday, April 19, 2018 @ 8:30 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, Jen Roberts, Dave Dillon, Bill Casey

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

Guests: Jane Weaver

Late Arrivals, Early Departure: Barb Heller left at 9:14 am

Commissioners/Official Staff absent: None

2. AGENDA TOPICS

a. 2018-2021 Strategic Plan

Superintendent of Park & Facility Services Jim Warnstedt presented the final draft of the 2018-2021 Strategic Plan with request for consideration from the Board of adopting this document at the April Board Meeting.

Barbara Heller of Heller and Heller gave an overview of the Strategic Plan process, including the intended outcomes that will help towards achieving a successful implementation of the plan. She gave a final presentation of the mission and vision statements, the guiding principles, and the strategy levels that helped with development of the plan. She concluded with an overview of the initiatives within each strategic theme and the key performance indicators that will provide quantitative measurements showing the District's progress towards completion.

Commissioner Dave Dillon asked for clarification on how the District will execute the plan once it has been approved. Executive Director Mike McCarty explained that Deputy Executive Director Katie Skibbe will be in charge of the Key Performance Indicators and following up on the data collection process over the next three years. He further explained that the Leadership Team will take charge by dividing up the Strategic Objectives amongst one another in order to accomplish the initiatives within each objective. The Strategic Plan will be incorporated within staff evaluations and also continue to be reviewed every six months by the Board. Barbara Heller suggested holding one to two hour workshops to show staff how to implement the plan and its initiatives.

The commissioners and staff discussed the key performance indicators chart, including the baselines and targets for each indicator. Commissioner Bill Casey specifically asked why the utility usage performance indicator had a target labelled as “no increase to existing metrics”. Superintendent Warnstedt explained that the utility usage data fluctuates based on weather conditions and that the target was made based on one year’s worth of data. Executive Director McCarty added that the baselines and targets may change as staff collects more historical data. The commissioners and staff continued to discuss the utility usage data and concluded with revising the target to “move to decrease utility usage by 1%”. Similarly, Commissioner Jen Roberts asked about the baseline and target data for the performance indicator of reducing waste. She requested for innovation in reducing the District’s carbon footprint. Overall, the committee requested for the targets to indicate progress for each performance indicator.

The committee recommended the adoption of the 2018-2021 Strategic Plan. They also recommended the revised mission statement, vision statement, and guiding principles. These items will be included on the consent agenda for full board approval.

b. Swenson Park and Community Park West Skate Park Design

Superintendent Warnstedt gave an update regarding the process of replacing the skate parks at Swenson Park and Community Park West. Glenview Park District hosted a Skate Park Design Input Meeting on April 12, 2018 in which the skate park equipment, layout, and overall design were discussed for both parks. Users of both skate parks and residents near Swenson Park were invited to attend and provide feedback.

Superintendent Warnstedt presented the preliminary skate park designs to the committee. These designs were chosen from multiple options discussed at the input meeting. He explained that the Swenson Park design follows the street-style trend, whereas the Community Park West design maintains the high ramps style.

Warnstedt also explained the process of updating the inline hockey rink, in which staff plans to maintain the existing rink structure. He informed the committee of a prior discussion with Park Planner Ken Wexler regarding the feasibility of adding ice to the rink in relation to the drainage system currently in place. Due to a 6 inch cross slope made to promote sheet runoff, staff recommended not adding ice to the rink as it is currently designed. In order to maintain ice on the rink, Superintendent Warnstedt suggested a sewer drainage system and additional lighting. However, the cost would significantly increase from the \$70,000 that is currently budgeted for this project.

Commissioner Dave Tosh asked about the liability and signage at the skate parks. Superintendent Warnstedt responded that the signage has been reviewed by PDRMA and updated within the last couple years. Commissioner Casey asked about the District’s policy that currently does not allow BMX riders in the skate parks. Superintendent Warnstedt responded that the policy will change to reflect the current usage of the parks.

Commissioner Casey requested for more information on how the budget for the inline skating rink will be utilized. Superintendent Warnstedt described the evaluation work to be done by Athletica Sports Systems that will first assess the items and then the company will work towards replacing the necessary items. Park Planner Wexler presented pictures to the committee of the worn equipment that need updating. Commissioner Casey

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inquired about the potential for ice to be added to the rink by suggesting the use of bumpers. Park Planner Wexler reiterated the concern of the slope not being able to hold the ice. Staff and commissioners discussed the idea of having a year-round ice rink in relation to the seasonal outdoor rinks that are currently created during the winter months, but the patron usage is weather dependent.

Superintendent Warnstedt concluded that the skate design concepts will be refined and presented at the next public design input meeting to be held on May 24th.

3. Other

None

4. Matters from the Public

None

5. Adjourn

Commissioner Dave Dillon moved seconded by Commissioner Dan Peterson to adjourn the Open Session at 8:50 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

Robert J. Patton
Board President

Michael D. McCarty
Board Secretary

Approved this 24th day of May 2018.