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**RECREATION, SWIMMING POOLS, AND MUSEUMS & HISTORICAL  
PRESERVATION COMMITTEE**

Glenview Park District – Multi-Purpose Room, Glenview Community Ice Center  
1851 Landwehr Ave, Glenview, IL 60026  
Regular Meeting Minutes  
Tuesday, September 8, 2020 @ 5:30 p.m.

**1. Roll Call**

Committee Chair Joe Sullivan called the meeting to order at 5:30 pm and the roll was called.

**Commissioners present:** Committee Chair: Joe Sullivan; Committee Members: Jen Roberts; Dan Peterson (via phone), Bill Casey (via phone), Dave Tosh

**Official Staff present:** Executive Director Mike McCarty, Superintendent of Leisure Services Todd Price, Superintendent of Park & Facility Services Jim Warnstedt, Director of Recreation Amy Watson (via phone), Assistant Director of Recreation Joe Pollina, Director of Wagner Farm Jon Kuester, Director of The Grove Lorin Ottlinger, Recording Secretary Amy Wille

**Guests:** Bill Marquardt of Hangar One and Kirsten Bergin of Bring It Home, Glenview

**Late Arrivals, Early Departure:** Jim Warnstedt left at 5:43pm, Bill Marquardt and Kirsten Bergin left at 6:18pm

**Commissioners/Official Staff absent:** None

2. Commissioner Joe Sullivan made a motion to allow Commissioners Dan Peterson and Bill Casey to participate in the September 8, 2020 Recreation, Swimming Pools and Museums & Historical Preservation Committee Meeting by electronic means.

**3. AGENDA TOPICS**

**a. Park Center Conceptual Designs**

Superintendent of Park & Facility Services Jim Warnstedt gave an overview of the plans to improve Park Center's overall design and layout for better use of operations and customer service. He explained the conceptual designs as created by Williams Architects, in which three areas were modified: Park Center and NorthShore University Health Systems main entry separation, Park Center Health & Fitness space capture and control efficiencies and the Lakeview Room audio/visual technology upgrades.

Warnstedt provided additional information on each concept. The NorthShore concept included a separate entry that provides independent access to their facility without compromising Park Center operations. The fitness concept included control and space capture that provides more efficient operations and customer service improvements. It included a reconfigured fitness floor that will provide better flow and will move the weights and machines that currently create noise over the NorthShore lease space. The Lakeview Room concept included audio/visual technology upgrades that will provide better flexibility of the space for rentals, televised meetings, seminars, Board meetings,

and small performances. Concept plans of the NorthShore entry and fitness floor were presented with the audio/visual concept to be presented at a later date.

Executive Director Mike McCarty added that the plans are designed to maintain a good relationship with NorthShore and to implement better traffic flow that will help with COVID related spacing needs. Board President Bill Casey agreed that the partnership with NorthShore is critical to the District's business model and beneficial to both entities.

The commissioners agreed with the preliminary concepts.

**b. Naval Air Station Glenview Museum and Ingenuity Center Update**

Superintendent of Leisure Services Todd Price provided an update on the Naval Air Station Glenview Museum and Ingenuity Center (NASGMIC). The latest draft of the NASGMIC agreement was presented at the March 11, 2020 Combined Administrative Operations/Marketing, Finance, and Museums & Historical Preservation Committee of the Whole meeting. Since the COVID-19 pandemic delayed further Board action, staff presented the same draft for Committee review for this meeting. Price reminded the Committee of the updates to the agreement, such as the construction budget and escalation rate.

Bill Marquardt of Hangar One provided an update on the efforts made to increase support of the NASGMIC since March. He noted that \$250,000 has been pledged to their mission and presented the steps and timeline of their team's campaign goal. Kirsten Bergin of Bring It Home, Glenview also provided the Committee with an informational binder. She gave an overview of the campaign phases outlined in the handout. She noted that the feasibility study was funded primarily by community donors, which shows the community's support for the museum. Marquardt emphasized that the project funding is the responsibility of Glenview Hangar One Foundation (GHOF), which is stated in the development agreement.

The commissioners discussed clarification of the Base Project Total Cost, Project Deliverable Sum, and Funding Deadline and made suggestions to the language in the development agreement.

The commissioners, Marquardt, and Bergin discussed fundraising benchmarks for the project. Bergin emphasized the need for flexibility for the capital campaign because they have not been able to solicit funds yet and will need to make multiple requests to donors. She noted that there are outreach activity benchmarks within the agreement to keep the team on track. Commissioner Joe Sullivan understood their perspective and the flexibility needed, however he would like to see benchmarks showing progress since the District's land is committed to the project. Commissioner Dan Peterson expressed concern with the fundraising benchmarks because of the uncertainty of donors and does not want to limit the project's chances of reaching its goals. Commissioner Bill Casey asked for benchmarks to keep the Board informed of community interest as he does not want this project to burden District staff. Commissioner Dave Tosh acknowledged the efforts made by Marquardt and Bergin. He also supported the creation of fundraising benchmarks as he is concerned about tying up the land for years and how the museum would continue to be funded if it is developed. Bergin emphasized the team's goal to make this museum an asset to the community and not a liability. She further explained the financial safety net of the endowment fund.

Commissioners agreed to have the NASGMIC Agreement return to Committee after the development of the fundraising plan by GHOF.

**c. Air Station Prairie Annual Recommendations for 2021-2022**

Commissioner Joe Sullivan reminded the Committee of the discussion at last year's Park Board retreat regarding annual recommendations. The commissioners had discussed the timing of the facility's fee recommendations and their approval before the budget development. Additionally, it was discussed that the recommendations should be more policy-based and directional rather than fee-based and operational. Executive Director McCarty added that it would be especially beneficial during the pandemic when operations can change quickly. The commissioners discussed the timeline of approving annual recommendations and its content. They agreed that the annual recommendations should provide a more policy-based structure. Commissioner Jen Roberts asked staff for their preference on timing. Director of Wagner Farm Jon Kuester and Director of Lorin Ottlinger agreed that the annual recommendations are helpful to have approved before starting the budget process.

Director of The Grove Lorin Ottlinger presented the Air Station Prairie Annual Recommendations for 2021-2022, which included a 4% adjustment in both resident and non-resident program fees and updating the operational dates in 2021.

The commissioners recommended the acceptance of the Air Station Prairie Annual Recommendations to be moved to the consent agenda for full Board approval.

**d. The Grove Annual Recommendations for 2021-2022**

Director Ottlinger presented The Grove Annual Recommendations for 2021-2022, which included a 4% adjustment in resident and non-resident program fees. Staff also removed the Plant Sale from the events list since it is a Grove Heritage Association event.

The commissioners recommended the acceptance of The Grove Annual Recommendations to be moved to the consent agenda for full Board approval.

**e. Historic Wagner Farm Annual Recommendations for 2021-2022**

Director of Wagner Farm Jon Kuester presented the Wagner Farm Annual Recommendations for 2021-2022, which included a 4% adjustment in resident and non-resident programming and rental language that is consistent with other facilities. Kuester added that the Bonfire Event will be discontinued next year. Staff felt that rising attendance rates made the event more hazardous due to the nature of the event. Staff adjusted the popular activities, such as roasting s'mores, to be available on a smaller scale and multiple times throughout the fall season.

Commissioner Peterson made a small edit to the caterer language to be made on the Wagner Farm and The Grove recommendations. Staff agreed to make the change.

The commissioners recommended the acceptance of the Wagner Farm Annual Recommendations to be moved to the consent agenda for full Board approval.

**f. Schram Chapel Annual Recommendations for 2021-2022**

Assistant Director of Recreation Joe Pollina presented the Schram Chapel Annual Recommendations for 2021-2022, which included minor date updates. He explained that

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the 3% increase from last year's recommendations had not been implemented due to COVID.

The commissioners recommended the acceptance of the Schram Chapel Annual Recommendations to be moved to the consent agenda for full Board approval.

**g. AYSO Memorandum of Understanding Update**

Assistant Director of Recreation Joe Pollina gave an overview of the changes to the AYSO Memorandum of Understanding, including the increase in per player fee, removal of stage space at Park Center and insertion of Park District policies related to eligibility and Character Counts. Pollina noted the per player fee will increase to \$12.50 in 2021 and \$13 in 2022-2024.

The commissioners recommended the acceptance of the AYSO Memorandum of Understanding to be moved to the consent agenda for full Board approval.

**h. Judy Beck Grant**

Superintendent of Leisure Services Todd Price provided background information on an opportunity that was brought to Executive Director McCarty by Tom Beck, husband to former Commissioner Judy Beck. The Beck family suggested a partnership with the Glenview Park District to develop an annual grant that honors the legacy of Judy Beck, who made a significant impact on the District over the years, and pledged \$5,000. The grant would provide financial resources to community projects that promote efforts in environmental leadership, community engagement, or youth development. Price noted that a staff committee has been formed to implement the application and review process and the grant is ready to be marketed for submissions if approved. Price and McCarty spoke highly of her legacy and the opportunity to get the community involved in keeping her legacy alive. Commissioners agreed to move forward with the grant.

**4. Other**

None

**5. Matters from the Public**

None

**6. Adjourn**

Committee Chair Jen Roberts moved seconded by Commissioner Dan Peterson to adjourn the Open Session at 6:52 pm. On Voice Vote: All present voted aye, motion carried.

ATTEST:

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William M. Casey  
Board President

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Michael D. McCarty  
Board Secretary

Approved this 22<sup>nd</sup> day of October 2020.