

APPROVED

MINUTES OF JUNE 19, 2018 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:03pm and roll was called.

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Dudley Onderdonk, Treasurer
Steve Gaines, Commissioner
Josh Lutton, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Bobby Collins, Director of Recreation/Facilities
Erin Maassen, Supt. of Marketing/Comm.
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Dan Dorfman, David Duckler, Laurie Gross, Judd Kohn, John McManus, Emma Palatnik, Bart Schneider

Consent Agenda: A motion was made by Commissioner Gaines to approve the consent agenda items as presented including Minutes of the May 15, 2018 Regular Board Meeting, June 5, 2018 Personnel and Policy Committee Meeting, June 5, 2018 Special Projects and Facilities Committee Meeting, Approval of the Bills, Administrative Release Policy, Commissioner Privileges Policy, Ethics and Conduct Policy, Comprehensive Assessment Policy, Comprehensive Year-Round Recreation Programs Policy, Continuing Education Opportunities Policy, Environmental Policy, Soccer Goal Safety and Education Policy, Recreation Planning, Development, and Evaluation Policy, Toxic Substances Disclosures to Employees Act, and acceptance of the Environmental Report Card . Commissioner Onderdonk seconded the motion. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Matters from the Public: The Glencoe Caucus Village nominee committee co-chair Bart Schneider announced the goals of the caucus and that candidate applications are due by August 15 at 5:00pm. Answers to questions can be found at glencoeaucus.org as well as an email for further questions.

Financial Report: Director of Finance/Human Resources Mensinger stated we are three months into the new fiscal year. An amazing opening weekend at the beach showed Memorial Day weekend far exceeding anything seen in her 20 years of experience. The beach department is up almost \$29,000. The recreation department is looking good. Daycare is even with last year; the expansion coming in September will be interesting. Overall, nothing is jumping out; financials are consistent with previous years.

Staff Reports: Staff shared additional information not included in their Board Reports.

Director Mensinger is finalizing the audit and starting the next budget with staff earlier this year.

Director Collins stated there were over 788 residents at the beach during opening weekend. Camp started this week and is going smoothly so far. We are seeing a drop in Action Quest with 51 of Action Quest age choosing other Park District specialty camps. Aquatics Camp is full with wait lists in almost every section. Sailing Camp is almost full. The STEM Drone Camp has done really well. We are looking to change Action Quest to a more modular approach with specialty weeks built into the specialty camps for more variety.

Director Leiner highlighted that it has been a wet June so far. Residents are concerned with park flooding; the District will be looking into how park flooding is affecting the community as the Capital Planning cycle continues. Takiff bioswale projects are wrapping up with soil delivered followed by planting and seeding in the next couple weeks. Vernon playground equipment is standing and Old Elm is starting at the end of the week. Staff has been busy with plantings done, tennis windscreens installed, the beach kept clean, and additional cleaning at Takiff and Watts from camp. Bees outgrew existing hives, so the hives are now expanded.

Executive Director Sheppard shared that if we have standing water in parks for more than 3-4 days, pellets are applied (same as used at Botanic Gardens and zoos) to mitigate mosquitoes.

Park replacement timeline and camp numbers were reviewed.

Manager Maassen imparted that we are sending out emailed to “Put Some Play in Your Day” each week and is finding success. The Gold Medal video is out.

Executive Director Report: Executive Director Sheppard shared that the bluff study is almost complete and going to committee in July if not August.

Director Leiner gave an update of the unexpected improvement of the sanitary sewer line at the boathouse. Porta-potties are available during repair. The timeline to complete is 1-2 weeks.

Fourth of July event planning is ongoing with the same activities as in the past.

Jessica Stockl was promoted to early childhood manager and we are very close to hiring the early childhood supervisor.

The Special Projects and Facilities Committee meeting on Tuesday, July 10 will include capital projects discussion and a possible park tour.

There will be an August 7 Special Projects and Facilities Committee meeting, but the August Regular Board meeting can be cancelled.

Staff are working on Distinguished Accreditation as well as the PDRMA Loss Control Review.

Action Items:

Approval of Fiscal Year 2017/18 Annual Audit: A motion was made by Commissioner Gaines to approve the Fiscal Year 2017/18 Annual Audit as presented. Commissioner Onderdonk seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Ordinance No. 884: An Ordinance Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics, and Other Workers Performing Construction of Public Works in the Glencoe Park District, Cook County, Illinois: A motion was made by Commissioner Gaines to approve Ordinance No. 884 as presented. Commissioner Boron seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Strategic Plan: A motion was made by Commissioner Gaines to approve the Strategic Plan 2018-2023 as presented. Commissioner Onderdonk seconded the motion. Comment was made that we have not completed measurement on the results yet. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of License Agreement with Congregation Hakafa: A motion was made by Commissioner Gaines to approve the license agreement with Congregation Hakafa as presented. Commissioner Boron seconded the motion. In response to a commissioner question, the contract is new but they have been a recurring lessee and good partners for the District. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Staff and Board to Attend NRPA Annual Congress: A motion was made by Commissioner Gaines to approve Glencoe Park District staff to attend NRPA Annual Congress with expenses not to exceed \$7,000 as presented. Commissioner Boron

seconded the motion. NRPA Congress is being held in Indianapolis, so staff will take the Park District van. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

A motion was made by Commissioner Gaines to approve Glencoe Park District Commissioners Onderdonk, Boron, and Brooks to attend NRPA Annual Congress with expenses not to exceed \$1,000 as presented. Commissioner Boron seconded the motion. Commissioners would pay for hotel and travel expenses with the District paying for registration. The staff dinner paid for by the District would be Monday night. Three commissioners agreed to attend Monday night and Tuesday. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Master Plan Conceptual Design Agreement for Old Green Bay Linear

Parks: John McManus of Altamanu, Inc. gave a presentation on Old Green Bay Road Linear Parks Master Plan from Maple Hill to Park Avenue attached to these minutes describing the framework of the project. Ala carte plans, budget, and donations were reviewed. Monies have been set aside for community and committee review meetings. A possible OSLAD grant may become available.

Comments included the challenge that the cost of the path itself may be more than the budget allows, OSLAD grants will be a great opportunity, the grant deadline is unknown, and Altamanu will be writing the grant.

A motion was made by Commissioner Gaines to approve the Altamanu, Inc. agreement for the master planning services relating to the Old Green Bay Road linear park system for \$64,556.99 plus expenses as presented. Commissioner Lutton seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Takiff Parking and Plaza Replacement Bids: A motion was made by Commissioner Lutton to approve the lowest responsible Takiff parking and plaza replacement bidder, Abbey Paving and Sealcoating Inc. of Aurora, IL for a total of \$412,582.41 as presented. Commissioner Gaines seconded the motion.

Director Leiner shared that 20 firms picked up the bid, three firms attended the meeting, and one firm put in a bid. Because of bid practices, the one bidder did not know if there would be other bids, so the best price is what was reflected. Abbey Paving is respected.

We set tight bid specs to start right after camp with penalties for disruption. That is why we believe the other bidders backed out. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Takiff Painting and Carpentry Bids: A motion was made by Commissioner Lutton to approve the lowest responsible Takiff painting and carpentry bidder, Action 1 Construction of Chicago, IL for Base Bid A including alternates 3, 4, 5 with contingency for a total of \$118,000 as presented. Commissioner Boron seconded the motion.

Director Leiner reviewed history including the FY2016/17 assessment of roofs at which time it was determined that roofs needed to be replaced. The bid came back higher than expected, so the painting and carpentry included in that bid was put on hold until this fiscal year for a budget of \$145,000 discussed at the February Finance Committee of the Whole meeting. The base bids are the total removal of all the molding, installation of new molding, and painting. The alternates are taking the existing molding, stripping of rotted pieces; replace those pieces, and painting. Phase two slated for next year is alternate bid 2 which will be re-bid next fiscal year. Action 1 has great references. This project will start almost immediately, to be finished prior the parking lot project. This project will not affect camps or programs. Roll call vote taken:

AYES: Boron, Gaines, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Other Business: There was no other business.

Adjourn: Commissioner Gaines moved to adjourn the meeting at 7:55pm. Commissioner Onderdonk seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary



Old Green Bay Road Linear Parks Master Plan

June 19th, 2018





Delighted to be Here!!!

Photo Courtesy Friends of the Green Bay Trail

Old Green Bay and Glencoe History Intertwined

Trail Marker Trees

Trail marker trees were created by Native Americans and early pioneers as forms of local navigation. While the Native Americans had a widespread trail system in place, the trail marker trees served as guideposts that led to and from specific places of interest, much like the interstate signage system does today. Such places included locations of fresh water, medicinal plants, hunting implements, tools, adornments, dyes, ceremonial sites, burial grounds and areas of portage.

The trees were shaped as young saplings, usually from hardwood species, to provide suppleness when young and rigidity and strength with age. The saplings were tied to a stake in the ground with rawhide or baid over a yoke and weighted with a rock in a leather pouch, leaving the trunk of the tree completely horizontal.



Soon a new branch would shoot skyward from the tree trunk; this would become the new upright trunk. The remaining upright portion of the tree extending past the upright trunk would be removed after approximately ten years. The removal would leave a distinctive knob at the bend of the tree that would indicate it had been shaped by the hand of man, not by nature. Single trunk trail trees usually indicated directions, double trunk trail trees indicated locations.



Alvina de Lamo Sibby (right) and friends, Longwood Avenue, 1921.

Glencoe and the surrounding area was once home to many trail marker trees. The Friends of the Green Bay Trail, Village of Glencoe, Glencoe Historical Society and Glencoe Park District collaborated on this project in an effort to recreate this piece of local history.

Photos provided by Dennis Downes, Great Lakes Trail Marker Tree Society and Glencoe Historical Society.

The North Shore Electric Line

Before you are remnants of the Chicago, North Shore and Milwaukee Railroad ("North Shore Line"). The square cement pillars held the Harbor Street platform. The round bases supported the overhead electric power lines. Service on this interurban line began in 1899. Express trains along the Skokie Valley route reached 90 mph offering service from Chicago to Milwaukee in 90 minutes.

Mr. Alvin C. Frost, an investor and president of the original Chicago and Milwaukee Electric Railroad Company, wanted to create a destination to increase ridership. Ravinia, originally an amusement park, was founded in 1924 by A.C. Frost & Company. Metra Union Pacific Railroad provides a stop at Ravinia during the concert season.

Glencoe had stops at Scott, Woodlawn, Harbor, South, Hawthorn, Park, Lincoln and Maple Hill/Green Bay. New Trier students and commuters used the train daily.

North Shore Electric Line service ended in 1955 with the completion of the Edens Expressway. The Village of Glencoe acquired the right-of-way in 1965. Through the combined effort of North Shore residents, the old railroad became the Green Bay Trail you enjoy today.



*Frank Lloyd Wright station near Maple Hill Road - 1949
Photo by K.W. Gibson, Walter R. Kevill collection*

For more information contact the Glencoe Historical Society.

The Village of Glencoe began in the 1830s with an inn for stagecoaches at what is now South Avenue

Opportunity to Create Layers of Glencoe History



Origin of the word prairie

1675–85; < French: flower meadow < Vulgar

Anglo Settlers called them the “Barrens”
because they were not cultivated

1839 Dearborn Park Chicago Formal Design

1860 Chicago opened 60-acre Lake Park

American Inferiority Complex: There were no Native Plants in the Park.
Every plant was imported from France or England

Lake Front Park is Glencoe’s oldest park, dating from the Village’s incorporation in 1869

The taste swung from formal to naturalesque with Victorians liking nature to perform

American Confidence: Jens Jensen in Glencoe in the second decade of the 20th Century

Today Glencoe supports multiple styles with interest growing in Native Landscape
How would you represent that? A narrative?

Donor Opportunities Example: Labyrinth Mills Park



Park Enhancements and Donor Opportunities



Boulders and Sculptural Chairs with Petroglyphs



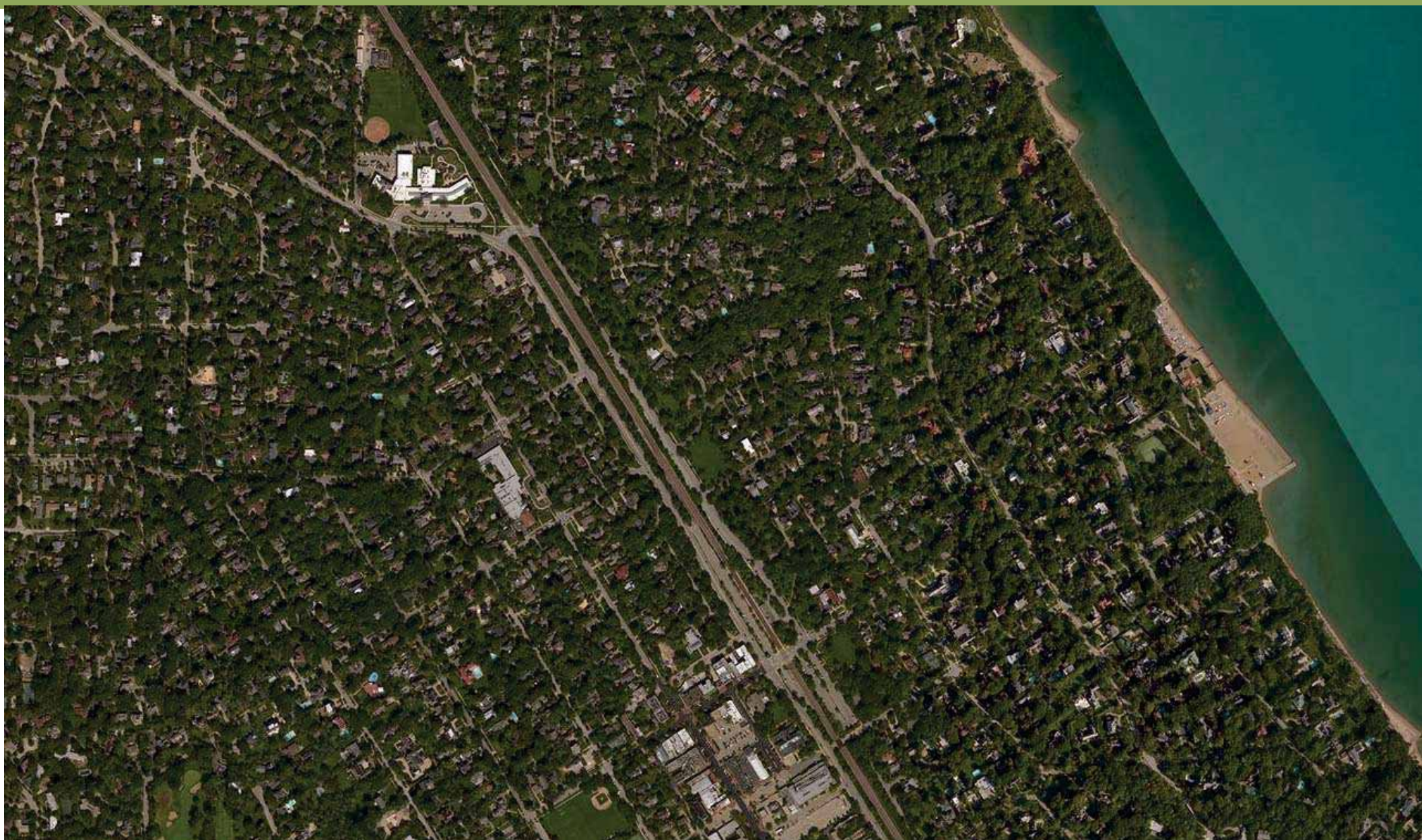
Also Gardens. Gateways, Planted Areas



Green Bay Linear Parks Master Plan

But we are looking at so much more

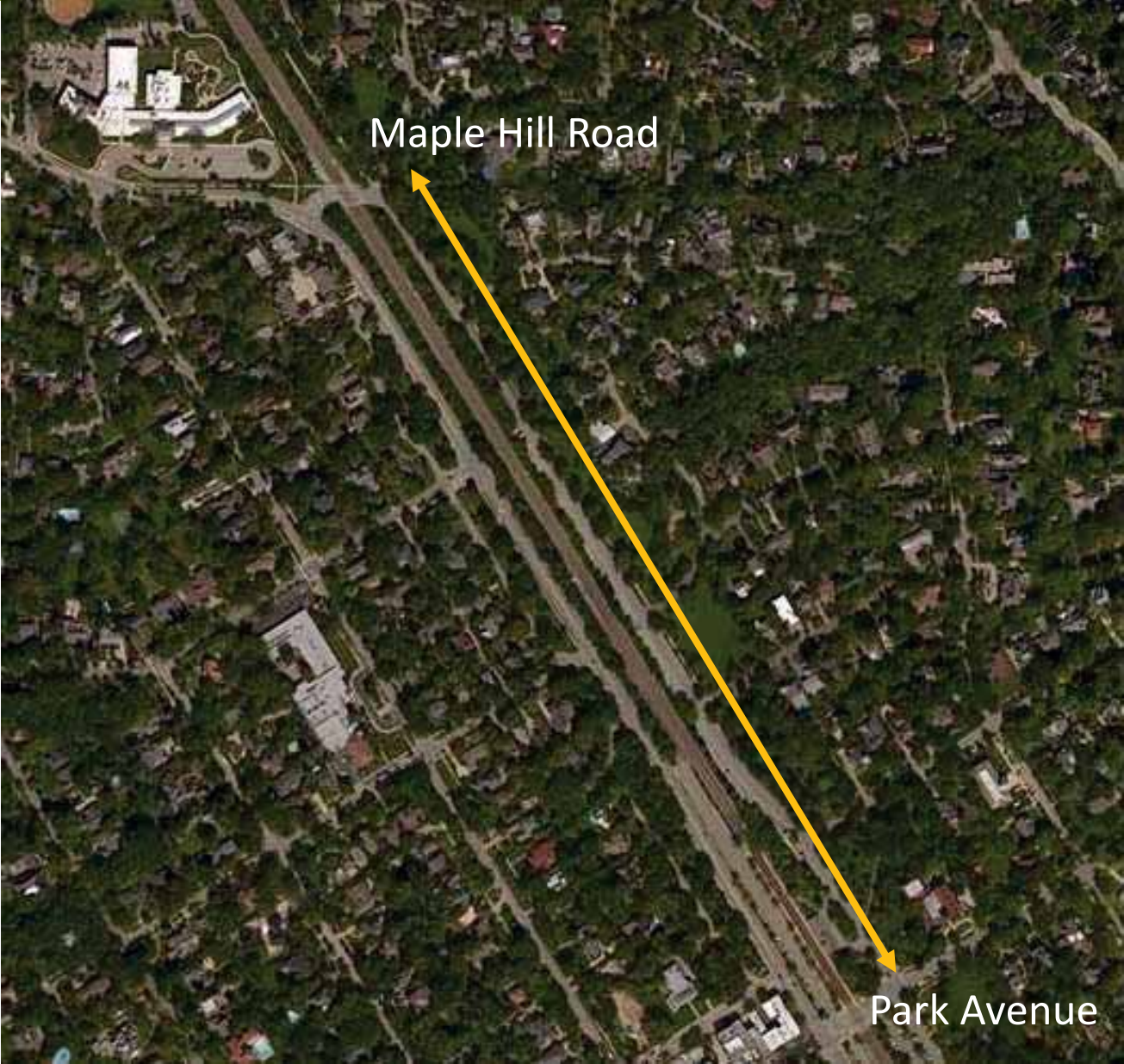
Existing Site Aerial



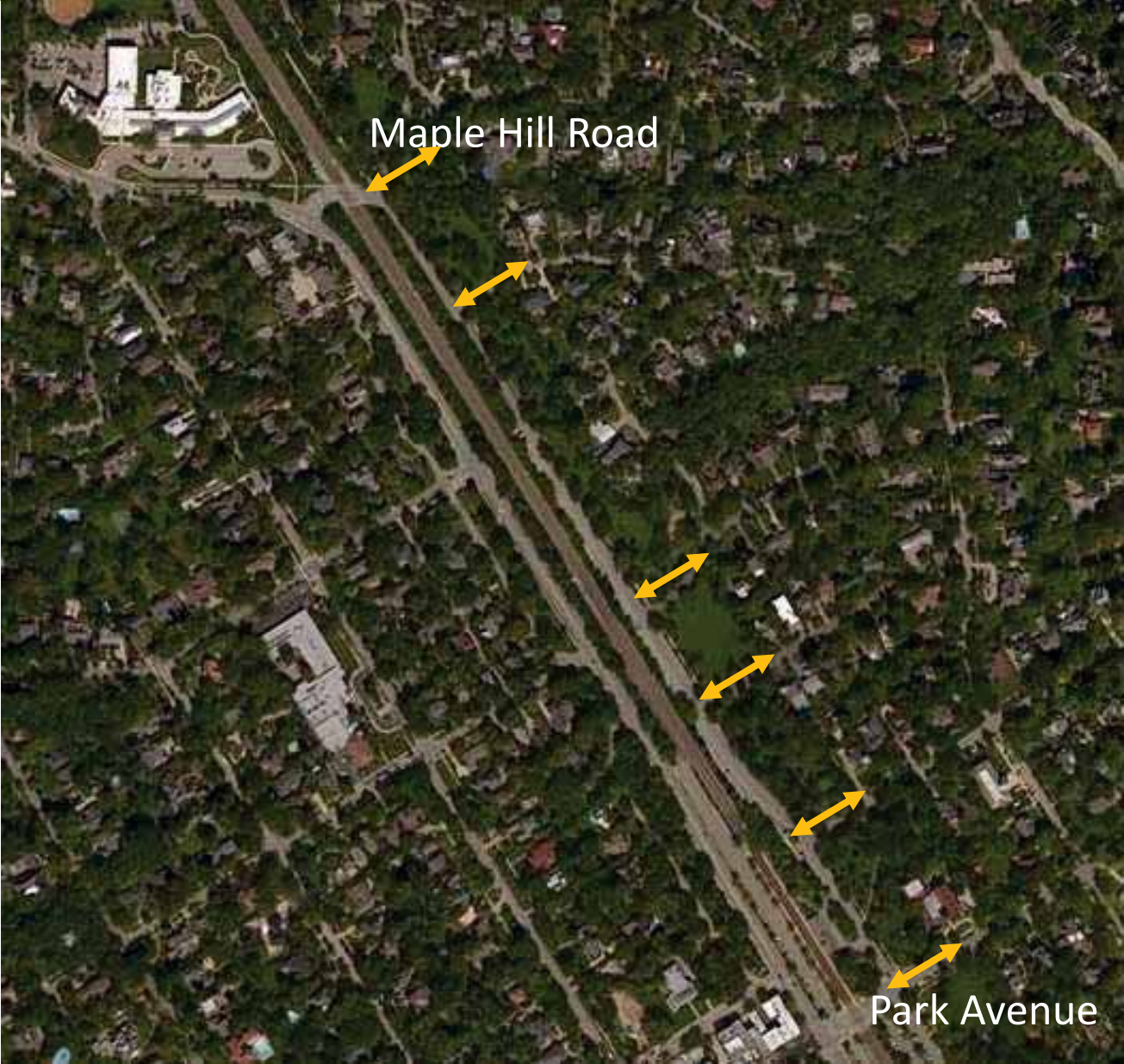
Proposed Project Boundaries



Scale .53 Miles Approx. 2,796 Feet



Five Separate Parks and Six Road Crossings



More Than Seven and a Half Football Fields



What's Involved?

5 Separate Parks, each with its own distinct character, viewsheds, settings, and spatial relationships.

Six road crossings, a playground, Veterans Memorial, various gardens, historic artifacts and an urban forest with many mature trees.

Potential issues within each park vary but drainage, current use and potential use, and relationship to residences are some of the most obvious prior to analysis of existing conditions.

Petition circulates opposing Green Bay Trail restoration work



The Friends of the Green Bay Trail cleared invasive buckthorn and poison ivy from parcels of the trail and had planned to begin its next one-acre section from South Avenue to the community garden this past January. The project has halted after a group of residents have petitioned to discuss it further since they will lose privacy to their homes. Courtesy of Friends of Green Bay Trail Facebook

Margaret Tazioli, Freelance Reporter

12:33 pm CDT March 13, 2018

Share +

Residents' concerns have stalled the Friends of the Green Bay Trail restoration work from South Avenue to the community garden this spring. The project will be up for discussion at the next Village Board meeting Thursday, March 15.

But we have little Information

We wish to get to this level of detail

Opinion of Probable Construction Costs						3/12/2018
Item		Unit	Qty	Price/Unit	Total	
Removals and Site Preparation						
1.00	Furnish and install construction fence at perimeter	LF	0	8.00	0.00	
1.01	Furnish and install Tree Protection Fencing	LF	0	5.00	0.00	
1.02	Furnish and install Erosion Control	LS	1	500.00	500.00	
1.03	Remove & haul off composite seatwall	LF	182	10.00	1,820.00	
1.04	Remove & haul off pea gravel surfacing (12" depth)	CY	46	20.00	920.00	
1.05	Remove & haul off catch basin covers	EA	2	150.00	300.00	
1.06	Remove & haul off asphalt surfacing	SF	626	10.00	6,260	
1.07	Remove & haul off fire hydrant and dead tree	LS	1	500.00	500.00	
Subtotal Removals and Site Preparation					10,300.00	
Pet Grass - Paving and Surfacing						
2.00	Furnish and Install PCC concrete paving	SF	200	9.00	1,800.00	
2.01	Furnish and Install leveling course of ca-6	CY	20	45.00	900.00	
2.02	Furnish and Install Everlawn pet grass	SF	6,695	14.00	93,730.00	
2.03	Furnish and Install Mounds and Tunnels	EA	3	3,600.00	10,800.00	
2.04	Furnish and Install Concrete Barrier Curb at north side	LF	160	24.00	3,840.00	
Subtotal Paving and Surfacing					111,070.00	
Site Grading and Excavation						
3.00	Excavation for site improvements	LS	1	5,000.00	5,000.00	
Subtotal Site Grading and Excavation					5,000.00	

To do so we need Real Information and Plans

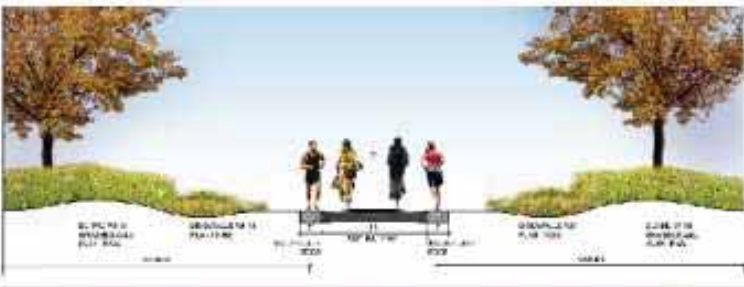
Site Grading and Excavation						
3.00	Excavation for site improvements		LS	1	5,000.00	5,000.00
Subtotal Site Grading and Excavation						5,000.00
Utilities						
4.00	6" perforated PVC SDR 26		LF	165	35.00	5,775.00
4.01	Clean-outs		EA	2	300.00	600.00
4.02	Gravel Base CA-7		CY	60	50.00	3,000.00
4.03	Water Feature		EA	1	20,000.00	20,000.00
4.04	Water Connection, RPZ & Controllers		LS	1	15,000.00	15,000.00
4.05	Connection in to existing Catch Basins		LS	1	2,500.00	2,500.00
4.06	New Lights - solar		EA	2	10,000.00	20,000.00
4.07	Catch Basin Covers - ADA		EA	2	500.00	1,000.00
Subtotal Utilities						67,875.00
Site Furnishing						
5.00	Benches (wood slats/metal frame)		EA	6	2,000.00	12,000.00
5.01	Picnic Tables with Umbrellas		EA	4	3,500.00	14,000.00
5.02	Trash can		EA	2	750.00	1,500.00
5.03	Shade Structures		EA	2	18,000.00	36,000.00
Subtotal Site Furnishing						63,500.00
Total						257,745.00
25% Contingency						64,436.25
Design Fees						35,000.00
survey						5,000.00
Soil cores						900.00

Example of Rendering Packages for Specific Projects

Skokie Valley Trail
Skokie, Illinois



development@skokie.il.gov
(847) 933-6447



1700 West Irving Park Road Suite 202 Chicago, IL 60613 T: 773.528.7492 www.altamanu.com

Plan, Rendering and Opinion of Probable Costs

Altamanu Inc.
landscape architecture + urban design + planning



