

GLENCOE PARK DISTRICT
Committee of the Whole Meeting
Tuesday, June 2, 2020 - 7:00pm
Zoom Video/Audio Conference

Consistent with the requirements of the Illinois Compiled Statutes
5 ILCS 120/1 through 120/6 (Open Meetings Act), notices of this meeting were posted.
Location of the meeting is the Takiff Center, 999 Green Bay Rd, Glencoe, IL 60022

AGENDA

- I. Call to Order
- II. Roll Call
- III. Matters from the Public
- IV. Update on Programs and Facilities Operations (pgs. 2-3)
- V. Discussion on Future Capital Projects (pgs. 4-6)
- VI. Other Business
- VII. Adjourn

The Glencoe Park District is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are asked to contact the Park District at 847-835-3030. Executive Director E-mail address: lsheppard@glencoeParkDistrict.com

The Board of Commissioners welcomes public comments during all meetings.

1. All speakers must submit public comments via email to lsheppard@glencoeParkDistrict.com up until 15 minutes prior to the scheduled meeting. The email must include the speaker's name (address is optional).
2. Public comments will be read aloud by a member of the Park Board or the Executive Director during the scheduled meeting.
3. Each person is limited to one (1) email submission for public comment not exceeding 250 words. All comments will be limited to three (3) minutes per person and no longer than 30 minutes for all comments.
4. All comments must be civil in nature. Email comments will be rejected if the content is slanderous or threatening.

Three Ways to Join this Meeting on Zoom:

Meeting ID: 838 6324 1654 | Password: 999

Via Computer

Go to [Zoom.us](https://zoom.us), Click "Join a Meeting", Enter the Meeting ID and Password above

Via SmartPhone

If you don't already have the app, go to your smartphone's app store and load "Zoom Cloud Meeting" (free)

Via Phone Dial In

312-626-6799

IV. Update on Programs and Facilities Operations

Glencoe Park District
June 2, 2020 Committee of the Whole Meeting

MEMORANDUM

TO: Board of Park Commissioners
CC: Department Heads
FROM: Lisa Sheppard, Executive Director
SUBJECT: Update on Programs and Facilities Operations
DATE: May 29, 2020

Due to the ever-changing statistics, staff will update the Board on participation numbers and operational information at the committee meeting. Items that will be covered include:

- Glencoe Beach and Boating Beach
- Summer Care
- Children's Circle
- Added Recreation Programs and Services
- Open Amenities
- Parks Operation
- Updates on Phase 3 Information

V. Discussion on Future Capital Projects

Glencoe Park District
June 2, 2020 Committee of the Whole Meeting

MEMORANDUM

TO: Board of Park Commissioners
FROM: Chris Leiner, Director of Parks & Maintenance and Lisa Sheppard, Executive Director
SUBJECT: Discussion on Future Capital Grants
DATE: May 29, 2020

There has been dialogue that a COVID-19 recovery stimulus will likely include capital grant initiatives for units of local government. Furthermore, last week, the Illinois Senate chose to ensure that OSLAD grants remain in the State of Illinois fiscal year 2021 budget. This memo shall serve as an outline of the status of the Park District's existing site master plans. These plans are **required** for grant submissions.

It is important to clarify terminology.

Site Master Plan: Formal plan for a project, typically requiring significant Board input, community input, and conceptual design. These documents provide estimated unit costs, used for project budgeting, scope management, and grant planning. It can take approximately 5-12 months to develop, depending on the level of Board and community input revisions. Typical cost is \$25,000-\$30,000.

Shovel Ready Project: The project is ready for construction. Construction/bid documents are completed. Development to this point typically costs about **10%-14%** of the value of the project. Shovel ready projects require a completed master plan.

Construction Cycle Timeline: The timeline to develop a project from an idea in a committee meeting to breaking ground is 9-24 months.

Previous Discussed/Existing Projects/Master Plans

We have several capital projects/master plans that are all at varying points in the project cycle.

The below sites/projects are included based on the asset condition assessment matrix and previous Board discussion.

Watts: This project has gone through the master plan process. The Board approved an initial scope for a PARC Grant application. To move this project with the PARC Grant scope to shovel ready status would cost approximately \$350,000-\$425,000.

Maintenance Center: This project has begun the master plan process. The Board has not approved an initial scope. Upon approval of a scope, to move this project to shovel ready status would cost approximately \$350,000-\$425,000.

MEMORANDUM

Veterans Park/Unfunded Connect Glencoe Elements: This project has gone through the master plan process. The Board approved scope to be included in the Duke Park construction bidding cycle. While the project is not currently funded, it is 'shovel ready.'

Lakefront Park/Retaining Walls/Drainage: A previous master plan was undertaken, but never approved by the Board of Park Commissioners. The plan was tabled in favor of completing additional surveys of the bluffs, overlooks, and beach. A revision would be necessary to update the scope and include elements from the Baird Assessments. To complete this master plan would cost approximately \$25,000-\$30,000.

Takiff Site/Athletic Field: A completed masterplan was approved by the Board of Park Commissioners. This plan did not include a detailed look at the athletic fields/lights and was focused on parking. To update this master plan to include pertinent amenities would cost approximately \$25,000-\$30,000.

Kalk Park Drainage (Phase II): A design study/master plan would be necessary. To complete this master plan would cost approximately \$20,000-\$30,000.

West Park Athletic Fields: A design study/master plan would be necessary. To complete this master plan would cost approximately \$25,000-\$30,000.

Funding Sources: Given that any pursuit of a grant for a large project at this time will also mean that the District will have to issue bonds for funding the projects' costs, Carol will be providing some updated information and costs to the Board at the committee meeting. That information is not yet available. In addition, Eric Anderson is likely to join in on the Zoom committee meeting as well.