



**GLENCOE PARK DISTRICT
SPECIAL PROJECTS AND FACILITIES MEETING
Tuesday, September 5, 2017 – 7:00 p.m.
Takiff Center**

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.
Meeting Location: Takiff Center, 999 Green Bay Road, Glencoe, IL 60022

AGENDA

- I. Call to Order
- II. Roll Call
- III. Matters from the Public
- IV. Discussion on Three Year Capital Projects Plan
- V. Update on Current Projects
- VI. Other Business
- VII. Adjournment

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 Email: lsheppard@glencoeParkDistrict.com

IV. Discussion on Three Year Capital Projects Plan

Glencoe Park District
Special Projects and Facilities Committee Meeting
September 5, 2017



To: Glencoe Park District Board of Commissioners

Date: 8-29-17

From: Lisa Sheppard, Carol Mensinger, and Chris Leiner

SUBJECT: Proposed Changes to Fund 69 - 2017

Attached is the revised Capital Projects Plan with changes made after the July Special Projects and Facilities Committee meeting: **Attachment A**. The Board has now had over a month to think about the various projects and we would like to revisit the list and discuss the projects prior to approving this plan at the September Board meeting.

Upon additional staff review, site inspections, and planning, we are recommending changes to the 2018/19 Fund 69 three-year plan after the preliminary discussion in July. These changes are indicated on **Attachment B**.

Below is an outline of each area in need of discussion:

Shelton Park: We are currently representing a \$70,000 pathway improvement in Shelton Park in 2018. After additional cost analysis and site inspections, we believe it would be prudent to use funds to develop a Shelton Park master plan. With phase 1 being the pathway repair, our reasoning for this recommendation is two pronged. First, Shelton Park is the second most used passive park in our inventory with significant developments in place. We think it would be beneficial to perform a detailed analysis of the entire park's infrastructure and use before we immediately change the path. Second, during the community input phase necessary for a master plan, we may discover other issues, concerns, or desired amenities at the park worth discussing. We do not want to go back and change completed projects later when further improvements are made. We would recommend budgeting approximately \$20,000 for a site master plan. The size, use, and developments in place at this site warrant a master plan similar to what we did at Takiff Park. We would then budget \$70,000 in 2019/20 to repair the pathway.

Woodlawn Park: In further analysis of the Board recommendation to advance Woodlawn Park to next year's project cycle, we are recommending that the budget be increased \$100,000 to a total of \$500,000. With the completion of the West School playground we have raised the bar related to community expectations. This site is large enough to accommodate other amenities such as a small shade shelter, larger tot area, or various other concepts. This additional funding will give us the flexibility to innovate and embrace the community nature of this larger park. This site is not a pocket park. For reference, recent community park projects at West and Friends Parks had project budgets over or near \$500,000.

Old Green Bay Parks Master Plan: We have currently represented \$100,000 for master planning of the Old Green Bay parks. This amount is more than needed to develop a master plan. We recommend reducing that amount to \$305,000. We would recommend allocating \$365,000 in 2019/20 for phase 2 of the project.

Lincoln & Crescent Playground: We are recommending we advance the completion of the Lincoln & Crescent Playground into the 2018/19 budget. While we work toward further developing a master plan for the trail system along Old Green Bay Road, this project will act as the phase 1 of this plan. This playground is in a deteriorated condition and will likely need removal next year.

Takiff Early Childhood Playground: We are recommending replacing the Takiff early childhood playground in 2019/20. After further review, this playground is in a condition that will likely need removal in two to three years. This playground is directly tied to our Children Circle and ELC programs, so we cannot take a chance that this playground is taken out without immediate replacement. We also recommend reducing the amount from \$500,000 to \$400,000. After further review of the site, we believe we can use the same footprint, thus reducing cost a little.

Robert Everly Wildflower Sanctuary: I recommend moving the expenses related to wildflower sanctuary maintenance into the operating budget, as natural area maintenance is typically managed over the course of years rather than one capital project.

Planning: We are also planning on budgeting for architectural fees every year, so that planning for the projects can start as soon as capital projects are approved and not in the fiscal year that they are being installed.

Playgrounds: We do realize that we are recommending four playgrounds for replacement next year. We can handle these projects if we start planning immediately and doing multiple projects may lead to economy of scale. As staff, we would rather be proactive than reactive. We do not want to be in the situation again of taking down a playground due to safety and not be able to immediately replace it.

July 10, 2017

| | <u>2018/19</u> | <u>2019/20</u> | <u>2020/21</u> | <u>Later</u> | <u>Notes</u> |
|--|------------------|------------------|------------------|--------------------|--|
| Estimated Beginning Balance, 3/1/xx | 1,628,882 | 1,271,882 | 726,882 | 661,882 | |
| Funding Sources: | | | | | |
| Transfer from Corp Fund | 500,000 | 300,000 | 300,000 | 300,000 | For past 6 FYE, ave of \$325,000/Impact of Tax Freeze, Min Wage? For past 5 FYE, ave of \$570,000/Impact of Tax Freeze, Min Wage? Must be used in areas near development |
| Transfer from Recreation Fund | 500,000 | 300,000 | 300,000 | 300,000 | |
| Transfer from Impact Fund | 8,000 | - | - | - | |
| Sale of Linden house | Unknown | | | | |
| Interest Income | 10,000 | 10,000 | 10,000 | 10,000 | |
| Annual ADA monies - Special Recreation Fund | 125,000 | 125,000 | 125,000 | 125,000 | These monies will be incorporated in total project costs below Unknown; placeholder only based on bond issue amount |
| New bonds (Non-Referendum -- replace Watts debt being retired) | | | TBD | | |
| Total Funds Available | 2,771,882 | 2,006,882 | 1,461,882 | 1,396,882 | |
| Projects To Be Funded: | | | | | |
| Shelton Pathway (grading and minor drainage) | 70,000 | | | | Flooded pathway not useable in spring and fall Safety and ADA Driven |
| Playground Replacement- Lincoln & Crescent | | 225,000 | | | |
| Playground Replacement - Vernon & Jefferson | 225,000 | | | | Safety and ADA Driven Remove or Replace |
| Lakefront Park - Tennis Court | | 150,000 | | | |
| Playground Replacement - Old Elm | 225,000 | | | | Safety and ADA Driven Safety and ADA Driven |
| Takiff Parking Lot-Phase D | 455,000 | | | | |
| Playground Replacement - Lakefront Park | | 225,000 | | | Safety and ADA Driven Safety and ADA Driven |
| Playground Replacement - Woodlawn | 400,000 | | | | |
| Secret Garden Park and WLC Park Retaining Walls | | 200,000 | | | High Profile Park - Downtown tune-up Safety and ADA Driven |
| Everly Wildflower Sanctuary | | 50,000 | | | |
| Playground Replacement-Milton Park and pathway | | 130,000 | | | |
| Playground Replacement-Takiff Early Childhood | | | 500,000 | | Safety and ADA Driven Safety and ADA Driven |
| Playground Improvements-Friends Park Phase 2 | 25,000 | | 300,000 | | |
| Park Maintenance Garage | | | TBD | | Safety and Operational Efficiency Driven |
| Lakefront Park Master Plan-Phase 3 | | | | TBD | |
| Bluff Stabilization | | | | TBD | |
| Beach Renovation | | | | TBD | |
| Reinsdorf Athletic Field | | | | 800,000 | |
| Watts Ice Rink | | | | TBD | |
| Clara Dietz Bird Sanctuary | | | | 50,000 | |
| Old Green Bay Linear Parks | 100,000 | 300,000 | | | |
| Replacement Skate Park - TBD | | | | 350,000 | |
| Kalk Park - Phase 2 | | | | 300,000 | |
| Sports Fields at West Park | | | | 800,000 | |
| Sports Fields at Watts Park | | | | 350,000 | |
| Takiff Parking Lot-Phase E | | | | 385,000 | |
| Takiff Parking Lot-Phase F | | | | 415,000 | |
| Veterans Park | | | | 275,000 | |
| Dog Park - Only if Donation Secured/Site Located | | | | | |
| Total Projects | 1,500,000 | 1,280,000 | 800,000 | 3,725,000 | |
| Ending balance, 2/28/xx | 1,271,882 | 726,882 | 661,882 | (2,328,118) | |

July 10, 2017

| | <u>2018/19</u> | <u>2019/20</u> | <u>2020/21</u> | <u>Later</u> | <u>Notes</u> |
|--|------------------|------------------|----------------|--------------------|--|
| Estimated Beginning Balance, 3/1/xx | 1,628,882 | 1,061,882 | 256,882 | 691,882 | |
| Funding Sources: | | | | | |
| Transfer from Corp Fund | 500,000 | 300,000 | 300,000 | 300,000 | For past 6 FYE, ave of \$325,000/Impact of Tax Freeze, Min Wage? |
| Transfer from Recreation Fund | 500,000 | 300,000 | 300,000 | 300,000 | |
| Transfer from Impact Fund | 8,000 | - | - | - | For past 5 FYE, ave of \$570,000/Impact of Tax Freeze, Min Wage? |
| Sale of Linden house | Unknown | | | | Must be used in areas near development |
| Interest Income | 10,000 | 10,000 | 10,000 | 10,000 | |
| Annual ADA monies - Special Recreation Fund | 125,000 | 125,000 | 125,000 | 125,000 | These monies will be incorporated in total project costs below Unknown; placeholder only based on bond issue amount |
| New bonds (Non-Referendum -- replace Watts debt being retired) | | | TBD | | |
| Total Funds Available | 2,771,882 | 1,796,882 | 991,882 | 1,426,882 | |
| Projects To Be Funded: | | | | | |
| Shelton Park Master Plan Pathways implementation phase A | 20,000 | 70,000 | | | Flooded pathway not useable in spring and fall |
| Playground Replacement- Lincoln & Crescent | 225,000 | | | | Safety and ADA Driven |
| Playground Replacement - Vernon & Jefferson | 225,000 | | | | Safety and ADA Driven |
| Lakefront Park - Tennis Court | | 150,000 | | | Remove or Replace |
| Playground Replacement - Old Elm | 225,000 | | | | Safety and ADA Driven |
| Takiff Parking Lot-Phase D | 455,000 | | | | Safety and ADA Driven |
| Playground Replacement - Lakefront Park | | 225,000 | | | Safety and ADA Driven |
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| Secret Garden Park and WLC Park Retaining Walls | | 200,000 | | | High Profile Park - Downtown tune-up |
| Everly Wildflower Sanctuary - move to operating | | | | | |
| Playground Replacement-Milton Park and pathway | | 130,000 | | | Safety and ADA Driven |
| Playground Replacement-Takiff Early Childhood | | 400,000 | | | Safety and ADA Driven |
| Playground Improvements-Friends Park Phase 2 | 25,000 | | 300,000 | | Safety and ADA Driven |
| Park Maintenance Garage | | | TBD | | Safety and Operational Efficiency Driven |
| Lakefront Park Master Plan-Phase 3 | | | | TBD | |
| Bluff Stabilization | | | | TBD | |
| Beach Renovation | | | | TBD | |
| Reinsdorf Athletic Field | | | | 800,000 | |
| Watts Ice Rink | | | | TBD | |
| Clara Dietz Bird Sanctuary | | | | 50,000 | |
| Old Green Bay Linear Parks Master Plan and Phase A | 35,000 | 365,000 | | | |
| Replacement Skate Park - TBD | | | | 350,000 | |
| Kalk Park - Phase 2 | | | | 300,000 | |
| Sports Fields at West Park | | | | 800,000 | |
| Sports Fields at Watts Park | | | | 350,000 | |
| Takiff Parking Lot-Phase E | | | | 385,000 | |
| Takiff Parking Lot-Phase F | | | | 415,000 | |
| Veterans Park | | | | 275,000 | |
| Dog Park - Only if Donation Secured/Site Located | | | | | |
| Total Projects | 1,710,000 | 1,540,000 | 300,000 | 3,725,000 | |
| Ending balance, 2/28/xx | 1,061,882 | 256,882 | 691,882 | (2,298,118) | |

V. Update on Current Projects

Glencoe Park District
Special Projects and Facilities Committee Meeting
September 5, 2017

No Documents