

MINUTES OF FEBRUARY 4, 2025 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:02pm and roll was called.

Committee members present:

Carol Spain, President
Michael Covey, Treasurer
Bart Schneider, Commissioner
Jordan Spector, Commissioner

Staff present:

Lisa Sheppard, Executive Director and Secretary
Bobby Collins, Deputy Director/Dir. of Rec& Facilities
John Cutrera, Director of Finance and HR
Kyle Kuhs, Director of Parks and Planning
Erin Classen, Supt. of Marketing and Communication

Commissioner Absent:

Stefanie Boron, Vice President

Members of the Public in attendance who signed in or spoke: Robert Breisblatt, Marjorie Breisblatt, Wendy Silverman, Allison Latimer, Kristin Zyga, Sarah Fedronich, Andrew Holton, Nicole Reifman, Jackie Guzman, Michael Block, Erika Block, Lynn Cherney, Stuart Weinstein, Tom Welch, John Howard, Jesse Goldman.

Matters from the Public: There were no matters from the public unrelated to Milton Park.

Discussion on Milton Park Playground: Director Kuhs gave the presentation attached to these minutes on Milton Park's background information, including its current status, level of service, and usage. Playground replacement cost estimates, as well as a summary of recent public commentary on the park, were also provided. Three options were presented to the board for discussion: Replace the playground with a new playground in a similar footprint, replace the playground with passive recreational equipment, or remove the playground and restore the area to a native greenspace. President Spain asks to hear commentary from the public before the Board has a discussion.

Matters from the Public-Milton Playground: Multiple members of the public addressed the board, sharing their enjoyment and use of Milton Park playground, the surrounding green space and the adjacent trail. Multiple people noted Milton Park as a family gathering space and place they visit to enjoy nature. Many who spoke expressed the desire for a new playground that accommodated a range of ages, offered unique play features, provided sitting or gathering spaces for adults, and kept the surrounding green space intact. One person noted that if we added any play elements to the green space, poison ivy and standing water issues should be addressed. Another requested that the memorial bench her family donated remain in place in the park.

Executive Director Sheppard and Director Kuhs answered questions that arose during public comment regarding the proposed estimated budget for a new playground, what passive recreation options could look like, and the park district's approach to playground construction.

The Board discussed the options presented, considering the public commentary and the email and social media feedback received ahead of the meeting.

President Spain noted that she visits this park with her family. She appreciates that it is quieter than other nearby parks and believes there is great potential for increased usage if the playground is updated. She also stated that she is not in favor of removing park accessibility, she believes we can afford this upgrade, and it would be an impactful improvement for the community.

Commissioner Schneider noted that he likes this park and he is in favor of keeping a playground on site. He would like to see something creative, similar to what many spoke about during public comment. Commissioner Spector is also in favor of maintaining the playground while maintaining the integrity of the greenspace. He would also appreciate a creative or unique design. Commissioner Covey thanks the public for attending the meeting. He notes that he struggles with the significant investment that has lower usage and visitation than our larger parks. He could see adding more affordable passive recreation options that are as attractive as well. He notes his inclination is towards replacing the playground but would like to see two budget options presented. He encouraged staff to get creative and keep costs minimal.

Discussion on FY2025-26 Budget – First Draft Review: Director Cutrera gave the presentation attached to these minutes on the first draft of the FY2025-26 Budget. Once the Board moves the Budget First Draft forward for approval and staff make the requested changes, the Budget Approval Draft then goes before the Board as an action item at the March 18 Board meeting, followed by the Budget and Appropriations Ordinance action item for consideration at the April 15 Board meeting. Once approved, the District may file the budget with Cook County.

Director Cutrera explained that this year, we plan on appropriating around \$35.7M, 25% above the budgeted expenses of the District. The increase compared to last year is due to the increased capital spending. Our total expenditure budget is \$28.5M with an operating budget of \$13.3M, A 9.55% increase from the prior year. The total operating revenue is budgeted to increase 13% with recreation program revenues looking very strong again this year. We are also still expecting a very strong year for interest income, budgeting for \$455k in operating interest income. All funds are expected to meet the minimum thresholds, with the corporate and recreation funds expected to be around 60% combined.

The top three challenges for the budget are expected to be capital projects and deferred capital, as we have several large-scale capital projects that have challenging conditions to navigate. We will need to continue to maintain a high standard of service and keep pace with the rapidly increasing program demand with limited physical space.

Director Cutrera went into further detail, providing a multiple-year overview of capital projects and budget details of all major funds. Staff also answered Board questions on setting fees, the district's categories of service, and revenue diversification.

President Spain congratulated staff on the District receiving a Aaa-rating. Commissioners had no other questions and praised staff for their hard work and dedication to the District's excellent financial position. Discussion ensued.

Chair Spain, based on committee discussion, directed park district staff to advance the FY2025-26 Budget – First Draft for approval at the March 18, 2025 Board Meeting.

Review of Policies: Director Cutrera provided an overview of the proposed changes to the Updated Fund Balance Policy and Paid Leave Policy for Part-Time Personnel. Fund balance policy changes were recommended by our bond counsel in preparation for the referendum bonds, with red-lined modifications available in the board packet. Changes to the paid-leave policy for part-time personnel could be made due to the Village of Glencoe home rule authority to opt us out of the Cook County paid-leave ordinance. This would have required paid leave for seasonal employees. We have made adjustments based on recommendations from our legal counsel, Ancel Glink. We also removed the leave payout upon termination. We encourage staff to use paid leave and take time off work. The red-lined changes to the paid leave policy can also be found in the board packet.

Other Business – Review of Design Services Proposals: Director Kuhs provided an overview of the design service proposals for the Glencoe Beach playground and water feature from Upland Design and Glencoe Beach Improvements Phase 1 and 2 from Wight and Company. Both project proposals align with industry standards and similar nearby projects, and staff are comfortable with the proposals. The Board supports the proposals and recommends moving for approval at the February Board meeting.

Executive Session: Board members went into closed session at 8:55 PM.

Adjourn: Commissioner Spector moved to adjourn the meeting at 9:10pm. Commissioner Schneider seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,



Lisa M. Sheppard
Secretary

Discussion on Milton Park

Kyle Kuhs,
Director of Parks & Planning



February 4, 2025



Milton Park Facts

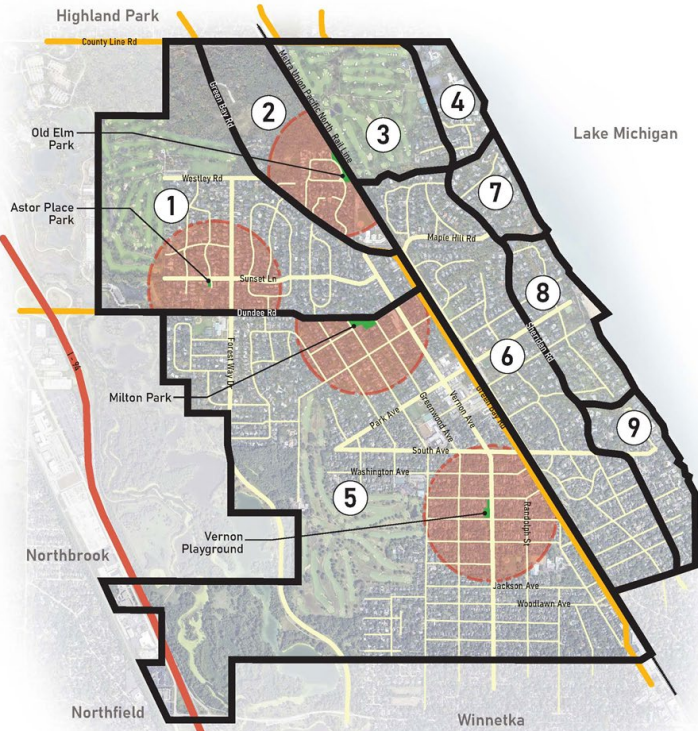
- Current Structure was relocated from Takiff to Milton in 2008
- A playground has been at this site since at least the mid 1980's
- Past its useful life per comp plan park inventory analysis
- Timber form construction
- Signs of post rot present, indicating eventual failure
- Slide footings replaced 4-5 years ago
- Does not meet ADA standards



Park Inventory Info

MINI PARK MAP

SERVICE AREA - 0.25 miles



LEGEND

- Interstate
- Major Road
- Local Street
- Planning Area Boundary
- Park District Land
- 1 Planning Area
- Service Area



MINI PARKS

Service Area - 0.25 miles

Mini Parks provide walkable, drop-in recreation opportunities. Appropriate elements in these parks include playgrounds, picnic areas, and seating. These parks are located in residential areas, and their service areas do not include residents who must cross a planning area boundary to access the park. These parks typically serve residents within a 0.25-mile walkable distance. 0.5 acres of Mini Park open space is desired per 1,000 residents.

MINI PARKS		
Astor Place Park	0.23	
Milton Park	1.60	
Old Elm Park	1.30	
Vernon Playground	0.71	
Total Mini Park Acres	3.84	



Level of Service Consideration

LEVEL OF SERVICE EVALUATION

LEVEL OF SERVICE EVALUATION - All Public Spaces

Public Space Type	GLENCOE PARK DISTRICT		IAPD / NRPA		Total Acreage
	Acreage	Level of Service (acres per 1,000 residents)	Recommended Acreage	Level of Service (acres per 1,000 residents)	
Mini Park	3.84	0.43	4.42	0.5	-0.58
Neighborhood Park	17.16	1.94	17.70	2.00	-0.54
Community Park	32.40	3.66	66.37	7.50	-33.97
Regional Park	5.70	0.64	No Standard	No Standard	5.70
Designated Natural Areas	4.72	0.53	No Standard	No Standard	4.72
Special Use	13.87	1.57	No Standard	No Standard	13.87
Undeveloped Park	17.84	2.02	No Standard	No Standard	17.84
Parkway	4.89	0.55	No Standard	No Standard	4.89
Totals	100.42	11.35	88.49	10.00	11.93

2022 Population: 8,849

LEVEL OF SERVICE EVALUATION - Mini, Neighborhood, and Community Parks

Public Space Type	GLENCOE PARK DISTRICT		IAPD / NRPA		Total Acreage
	Acreage	Level of Service (acres per 1,000 residents)	Recommended Acreage	Level of Service (acres per 1,000 residents)	
Mini Park	3.84	0.43	4.42	0.5	-0.58
Neighborhood Park	17.16	1.94	17.70	2.00	-0.54
Community Park	32.40	3.66	66.37	7.50	-33.97
Totals	53.40	6.03	88.49	10.00	-35.09

MINI PARKS

Service Area - 0.25 miles

Mini Parks provide walkable, drop-in recreation opportunities. Appropriate elements in these parks include playgrounds, picnic areas, and seating. These parks are located in residential areas, and their service areas do not include residents who must cross a planning area boundary to access the park. These parks typically serve residents within a 0.25-mile walkable distance. 0.5 acres of Mini Park open space is desired per 1,000 residents.

Level of service standards determined by National Recreation and Park Association

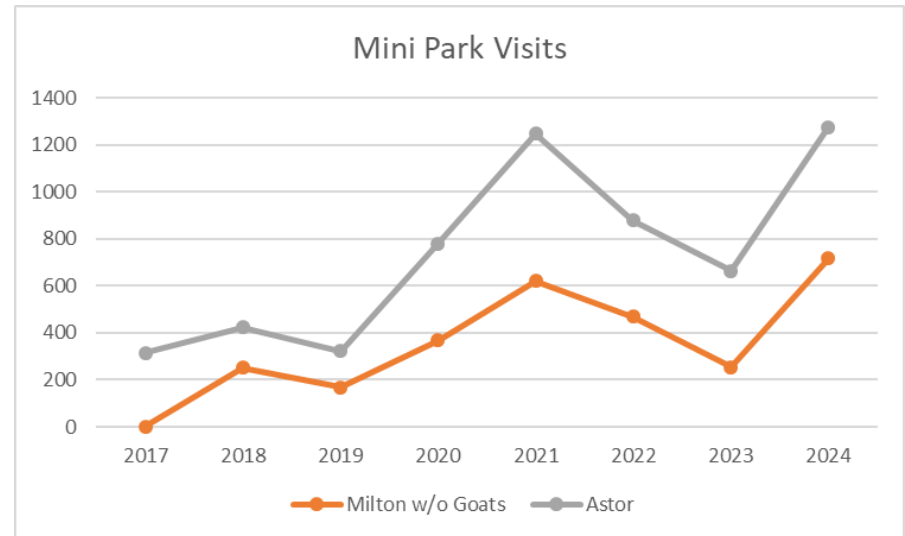


Mini Park Usage

	2017	2018	2019	2020	2021	2022	2023	2024*	Average Annual
Milton	NA	251	169	368	621	470	254	716	407
Astor	315	423	323	780	1249	879	664	1275	739

*Milton 2024 does NOT include visitors during goat weeks (334)

- Old Elm and Vernon data was not available.
- Astor Park renovations completed Fall 2017
- Milton Park saw a significant bump in visits this year, even when removing the 2 weeks where goats were on site.



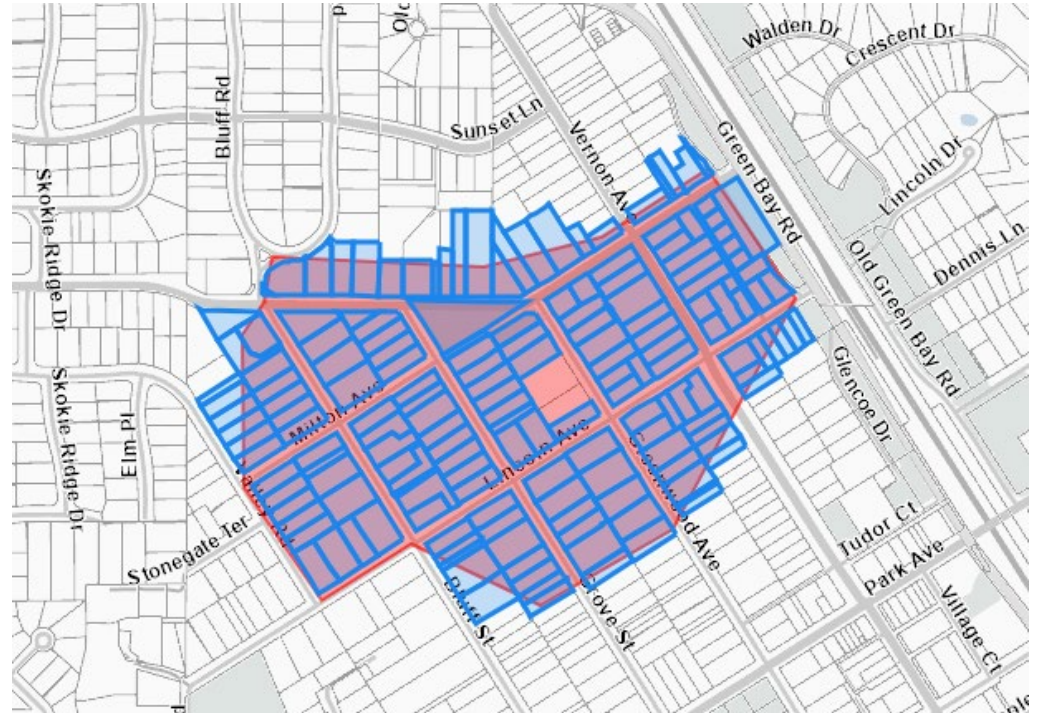
Replacement Cost Estimate

- Proposed construction budget \$285,000
- Astor \$167,000 (2017)
 - Would be \$245,000 in 2025 using 5% CAGR
- Old Elm \$200,000 (2018)
 - Would be \$280,000 in 2025 using 5% CAGR
- Lakefront Park Playground (\$270,000) in 2023
 - Would be \$300,000 in 2025 using 5% CAGR



Public Commentary Summary

- Letters sent to 143 neighbors in the service area on 1/13/2025
- Signs posted on-site
- Info/link posted on our website
- Emails from those unable to attend the meeting but wanted to provide feedback were received and are included in the board packet.



Options

Option #1



Replace the playground with a new playground in a similar footprint.

Option #2



Replace the playground with passive recreational equipment.

Option #3



Remove the playground and restore the area to a native greenspace.



Questions?



glencoeParkDistrict.com

