



**GLENCOE PARK DISTRICT
COMMITTEE OF THE WHOLE MEETING
Tuesday, September 3, 2019 - 7:00pm
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.
Location of the meeting is the Takiff Center, 999 Green Bay Rd, Glencoe, IL 60022

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Matters from the Public
- IV. Park Tour
 - Kalk Park Pathway
 - South and Green Bay Park
 - Shelton Park
 - Other
- V. Discussion on 3-Year Capital Projects Plan (Fund 69) (Pgs. 2-6)
- VI. Discussion on Community Group Rental Classification and Fees (Pgs. 7-8)
- VII. Other Business
- VIII. 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

V. Discussion on 3-Year Capital Projects Plan (Fund 69)

Glencoe Park District
September 3, 2019
Committee of the Whole Meeting

MEMORANDUM

TO: Board of Commissioners
FROM: Lisa Sheppard, Executive Director
SUBJECT: Master Plan project discussion
DATE: August 28, 2019

At the July Committee of the Whole meeting, we began our 5-year Master Plan Capital Projects discussion. If you recall, projects for FY2020/21 are already determined, as the Board voted to proceed with the Old Green Bay Linear Park Trail, Lincoln/Crescent playground renovation, and the interactive water feature. Other FY2020/21 expenses include annual ADA improvements, annual Takiff roof sinking fund, design fees for the following year projects, and a fundraiser consultant.

To begin discussion of FY2021/22 projects and beyond, staff has prepared a 5-year conditions assessment on our current inventory (see attached, paper copies will be provided at the meeting).

For clarification, staff has defined Fund 69 and Fund 65 capital as follows:

Fund 69: Projects that exceed \$200,000 and are identified in the:
- Master/Comprehensive Plan
- ACG Plan (fixed asset replacement)
- ADA Transition Plan

Fund 65: Projects that are typically \$200,000 or less:
- Operational replacement: equipment/vehicles/maintenance items/technology

Staff Proposed Timeline for updating the 5-year Capital Projects Plan:

- August and September: Parks tour
- September: Begin discussion of prioritizing fiscal year's 2021/22, 2022/23, and 2023/24 projects in Fund 69
- October - March: Fund 69 discussion continues
- October: Begin discussion of Fund 65 projects
- February 2020: Board approves the 3-year Master Plan

3YR Master Plan - Staff Recommendation

July 2019	Projected 2018/19	Proposed 2019/20	Proposed 2020/21	Proposed 2021/22	Proposed 2022/23	Proposed 2023/24	Proposed 2024/25	Proposed 2025/26
Estimated Beginning Balance, 3/1/xx	1,673,805	1,387,240	561,740	263,740	1,253,740	2,243,740	3,228,740	4,213,740
Funding Sources:								
Transfer from Corp Fund	500,000	300,000	650,000	300,000	300,000	300,000	300,000	300,000
Transfer from Recreation Fund	500,000	700,000	850,000	500,000	500,000	500,000	500,000	500,000
Transfer from Impact Fund	8,000							
Donations								
Sale of Linden house		TBD						
Interest Income	34,901	35,000	35,000	15,000	15,000	10,000	10,000	10,000
Miscellaneous	3,500							
Takiff Roof Sinking Fund (Use of Committed Fund Balance)								300,000
New bonds (Non-Referendum - Watts Debt retires 12/1/2020)			TBD					
Total Funds Available	2,720,206	2,422,240	2,096,740	1,078,740	2,068,740	3,053,740	4,038,740	5,323,740
Projects To Be Funded:								
Watts BB Court Project	22,813							
ADA Monies-Special Recreation Fund	(175,000)	(125,000)	(150,000)	(175,000)	(175,000)	(175,000)	(175,000)	(175,000)
Takiff Parking - Phase A,B,C	87,338							
Takiff Parking-UST	15,635							
Beach Geotech and LT Maintenance Plan	68,982	7,500						
Shelton Pathway (grading and minor drainage)	0							
Playground Replacement - Vernon and Jefferson	189,998	14,000						
Playground Replacement - Old Elm (Behind Takiff)	175,355							
Takiff Parking Lot-Phase D	447,369	6,000						
Playground Replacement - Woodlawn	434,000	30,000						
Secret Garden Park and WLC Park Retaining Walls								
Everly Wildflower Sanctuary - moved to operating								
Park Infrastructure and Outdoor Play Area renovation - Takiff Early Childhood Area		875,000						
Park Infrastructure, Playground and Pathway renovation - Milton Park (Off Dundee Rd)								
Park Infrastructure and Playground Replacement - Lakefront Park								
Playground Improvements/Surface Replacement-Friends Park Phase 2		25,000						
Veterans Park Memorial								
Lakefront - North Schuman Overlook Stabilization		315,000						
Lakefront - Center/South Bluff								
Lakefront - Halfway House/Beach House Improvements		235,000						
Less: Safran Donation monies		(30,000)						
Lakefront - Tennis Court								
Lakefront Park Entry/Pathways								
Bluff and Beach Surface Water Management								
Pier/Decking Replacement								
Park Maintenance Garage								
Watts Ice Rink/Board Replacement								
Old Green Bay Linear Parks -Trail			1,208,000					
Old Green Bay-Lincoln/Crescent Playground Renovation			275,000					
Old Green Bay-Water Spray Area			180,000					
Old Green Bay Linear Parks-Other Components								
Replacement Skate Park								
Kalk Park - Drainage Repairs								
Baseball Field at West Park								
Sports Fields at Watts Park								
Park Areas That Retain Water								
Lighted Tennis Court								
Takiff Flat Roof Replacement								
Contingency/Misc	-	28,000	25,000					
Design Fees for the FOLLOWING Year Projects	1,300		100,000					
Connect Glencoe Green Bay Trail-Design Fees	65,176	260,000						
Annual - ADA Improvements, per ADA Transition Plan		100,000	100,000					
Annual Takiff Roof Sinking Fund - replacement FY2025/26		50,000	50,000					
Feasibility Study-Fundraiser			25,000					
Fundraiser Consultant-Annual, if feasibility study warrants		45,000	45,000					
Dog Park								
North Field (Takiff) Athletic Field								
Total Projects	1,332,966	1,860,500	1,833,000	(175,000)	(175,000)	(175,000)	(175,000)	(175,000)
Ending balance, 2/28/xx	1,387,240	561,740	263,740	1,253,740	2,243,740	3,228,740	4,213,740	5,498,740

5 Year Condition Assessment - Staff Recommendation

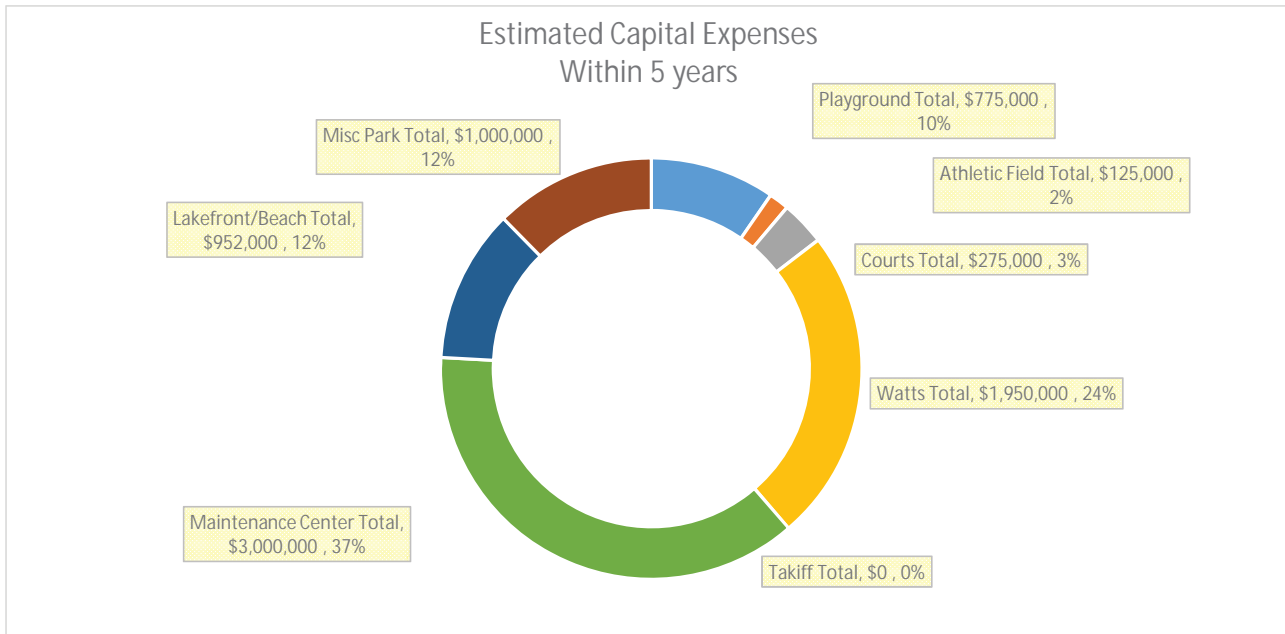
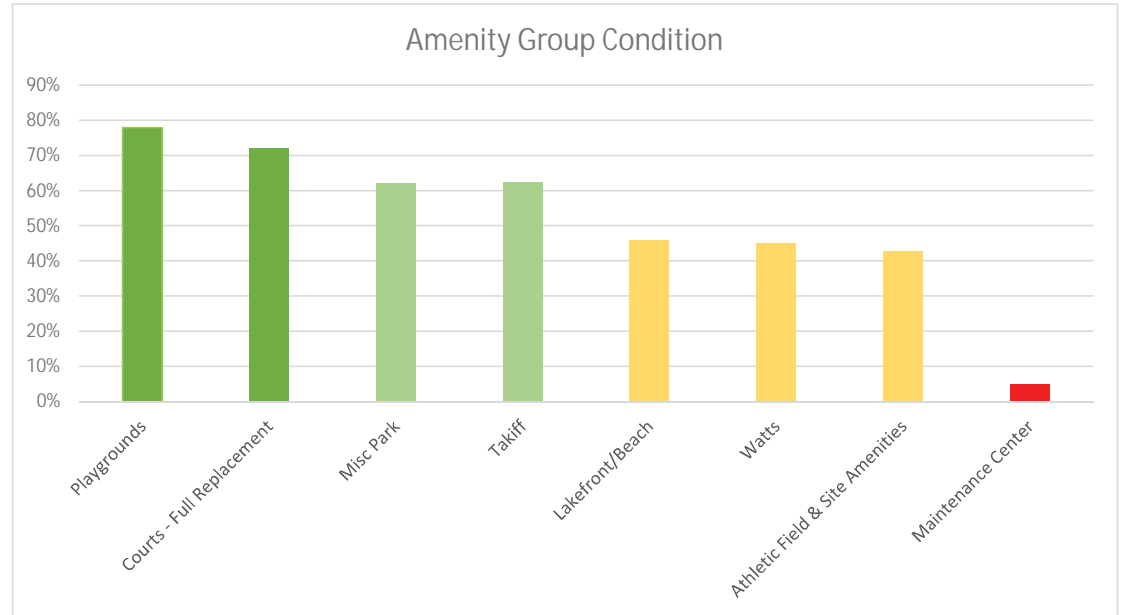
Budget Year 2021-22 (Updated 7/02/2019)

- 5 New Amenity
- 4 Remaining useful life expected to be greater than 6 years
- 3 Amenity is in generally good serviceable condition. May need repairs or renovations to improve functionality/operational efficiency. Amenity may be duplicated within the District's infrastructure
- 2 Amenity is near the end of its useful life, managing the element is inefficient and costly. The functionality may be impacted by changing site conditions. Amenity is duplicated within the District's infrastructure
- 1 Amenity is at the end of its useful life

Priority	Amenity	Typical Useful Life	Professional Staff Condition Assessment	Estimated Capital Expenses Within 5 years	
	Playgrounds	Install Date	Years	Remaining Useful Life %	
4	Lincoln & Crescent	2020	22	100%	-
4	Vernon	2018	22	95%	-
4	Woodlawn	2018	20	95%	-
4	Old Elm	2018	22	95%	-
4	Astor	2017	22	91%	-
4	West	2017	18	89%	-
4	Phil Thomas/Shelton	2016	20	85%	-
3	Friends*	2013	18	67%	\$325,000
3	Glencoe Beach/Spray Ground	2012	12	42%	-
2	Lakefront*	2001	10	20%	\$225,000
2	Milton*	2008	10	5%<	\$225,000
Playground Total				\$775,000	
Athletic Field & Site Amenities					
4	Berlin Mustang	2015	25	84%	-
4	Watts Soccer	2007	25	52%	-
3	Watts Bronco*	2006	25	48%	-
2	West Pony*	1995	25	15%	TBD
2	West K-Ball*	1995	25	15%	\$125,000
1	Takiff Softball & Lights*	1980	25	5%<	TBD
Athletic Field Total				\$125,000	
Courts - Full Replacement					
4	Watts Basketball	2017	30	93%	-
4	Central Tennis	2011	30	75%	-
4	Kalk Basketball	2011	30	75%	-
4	Watts Tennis	1999	30	75%	-
4	Shelton Tennis	2001	30	65%	-
3	West Tennis	1994	30	50%	-
2	Lakefront Tennis	2001	15	5%<	\$150,000
5	New Lighted Tennis Court*	New	25	N/A	\$125,000
Courts Total				\$275,000	
Watts					
3	Watts Interior Renovation	2000	25	45%	-
1	Watts Dasher Boards*	2000	20	5%<	\$300,000
1	Compressors*	2000	20	5%<	\$450,000
1	Cooling Floor*	2000	20	5%<	\$1,200,000
5	Kids Club Expansion*	New	20	N/A	TBD
Watts Total				\$1,950,000	
Takiff					
4	Takiff Shingle Roof	2016	30	90%	-
4	Takiff Interior Renovation	2007	25	52%	-
3	Takiff TPO Flat Roof	2008	20	45%	-
Takiff Total				\$0	
Maintenance Center*					
1	Maintenance Center*	1930-1985	25	5%<	\$3,000,000
Maintenance Center Total				\$3,000,000	
Lakefront/Beach					
4	North Overlook	2019	40	100%	-
4	Halfway House	2019	40	100%	-
4	Pier Structure	-	40	100%	-
3	Safran Beach House Remodel	1996	30	23%	-
3	Sun Shelters & Boardwalk	1996	30	23%	-
3	Beach Stairs	1920	50	20%	-
1	Pier Decking*	1996	30	15%	TBD
1	Surface Water Management	2002	N/A	10%	\$265,000
1	Center Bluff & South Overlook	1980	40	5%<	\$302,000
1	Crib Wall	1960	50	5%<	\$385,000
5	Lakefront Park Entryway/Paths	New	50	N/A	-
Lakefront/Beach Total				\$952,000	
Misc Park					
5	Water Feature	2020	20	100%	-
5	Walking Path	2020	30	100%	-
4	Liza's Gazebo	2016	30	90%	-
2	14n Retaining Wall*	-	30	20%	\$200,000
1	Veterans Memorial	1985	30	5%<	\$200,000
1	Shelton Pathway/Drainage*	2005	50	5%<	\$300,000
1	Kalk Park Drainage*	New	35	5%<	\$300,000
5	Dog Park*	New	20	N/A	Donor
5	Skate Park*	New	20	N/A	-
5	Flooded Parks*	New	35	N/A	TBD
5	Linear Park/Other	New	20	N/A	Donor
Misc Park Total				\$1,000,000	
Estimated Capital Expenses Within 5 years				\$8,077,000	

*Recommended that a design plan be developed for more accurate project pricing.

Asset Class	Amenity Group Condition
Playgrounds	78%
Courts - Full Replacement	72%
Misc Park	62%
Takiff	62%
Lakefront/Beach	46%
Watts	45%
Athletic Field & Site Amenities	43%
Maintenance Center	5%



VI. Discussion on Community Group Rental Classification and Fees

Glencoe Park District
September 3, 2019
Committee of the Whole Meeting

2019 Community Group Application

Glencoe Park District Rental Group Classification

Group / Organization Name: _____

Main Contact Full Name: _____

Email: _____ Phone: _____

Purpose of Group/Organization: _____

Business Address of Group/Organization: _____

Group/Organization Website: _____

Group Main Contact Signature: _____ Date: _____

<u>Community Group Designation</u>				
*Total # of Group Members: _____ # of Glencoe Residents in Group: _____				
^Status (Please check one):				
<input type="checkbox"/> Non-Profit – 501(c)(3)		<input type="checkbox"/> Not-for-Profit		
Tax ID #: _____		Tax ID #: _____		
<input type="checkbox"/> Charitable Cause/Club		<input type="checkbox"/> Religious		
Facility/Room	Class 1	Class 2	Class 3	Class 4
<u>Rates are Per Hour unless otherwise specified</u> Conditions 1. Class 2/3/4 reservations may be relocated if a Class 1 reservation is secured. 2. Community Group application must be on file. 3. Requests must be made at least 14 days in advance.	Public Fee Rentals (R/NR)	Resident Glencoe Community Groups+	Glencoe Athletic Affiliate Groups	Non-Resident Community Groups
Community Hall	\$160/176	\$80	\$80	\$160
Community Meeting Rooms	\$49/54	Free	Free	\$49
Takiff Center Lobby	\$185/204	\$93	\$93	\$185
Full Gym (set up of tables/chairs)	\$250/275	\$125	\$125	\$250
Full Gym (no set up required)	\$135/149	\$68	Free	\$135

^Must provide documentation of your organization's status.

*50% of group members must be Glencoe Resident's to qualify for class 2 community group classification.

+Village of Glencoe Government Agencies rental rates are waived with approved rental agreement.

All Room Rental requests must be submitted to Adam Wohl at awohl@glencoe-park-district.com. Please note that only the main contact person for group is able to submit room rental requests.

<p>Group Classification: _____</p> <p>Approved by: _____ Date: _____</p>
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