



**GLENCOE PARK DISTRICT  
SPECIAL PROJECTS AND FACILITIES MEETING  
Monday, July 10, 2017 - 6:30 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. Temporary Field Lights at West Park Due to Parking and Trail Construction at Takiff
- IV. Three-Year Capital Project Plan Discussion
- V. Matters from the Public
- 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](mailto:lsheppard@glencoeParkDistrict.com)

### **III. Temporary Field Lights at West Park Due to Parking and Trail Construction at Takiff**

Glencoe Park District  
Special Projects and Facilities Committee Meeting  
July 10, 2017



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**INTEROFFICE MEMORANDUM**

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**TO:** BOARD OF COMMISSIONERS  
**FROM:** LISA SHEPPARD, EXECUTIVE DIRECTOR  
**SUBJECT:** TEMPORARY LIGHTS AT WEST PARK DUE TO CONSTRUCTION AT TAKIFF  
**DATE:** JULY 7, 2017  
**CC:**

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Due to the construction of the parking lots and walking trail at Takiff, it will be necessary to close Reinsdorf Field this fall. We are planning on putting temporary field lights at West Field to accommodate the athletic groups that use Reinsdorf Field. The lights will be directed away from the houses as much as possible and will be shut off by 9:00pm.

Do the Commissioners have any objection to this?

## **IV. Three-Year Capital Project Plan Discussion**

Glencoe Park District

Special Projects and Facilities Committee Meeting

July 10, 2017



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## INTEROFFICE MEMORANDUM

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**TO:** BOARD OF COMMISSIONERS  
**FROM:** LISA SHEPPARD, EXECUTIVE DIRECTOR  
**SUBJECT:** THREE-YEAR CAPITAL PROJECT PLAN  
**DATE:** JULY 5, 2017

Attached is the current three-year capital projects plan in its new format. During the July special projects meeting, we would like to update the plan to reflect the next three years and later. The staff will bring their recommendation to start the discussion. Master plan projects identified are:

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Shelton Pathway (grading and minor drainage)  
Playground Replacement- Lincoln & Crescent  
Playground Replacement - Vernon and Jefferson  
Lakefront Park-Playground /Tennis Court Replacement  
Takiff Parking Lot-Phase D

Playground Replacement - Old Elm  
Playground Replacement - Woodlawn  
Secret Garden Park and WLC Park  
Everly Wildflower Sanctuary  
Playground Replacement-Milton Park and pathway

Playground Replacement-Takiff Early Childhood  
Playground Improvements-Friends Park Phase 2  
Park Maintenance Garage

Lakefront Park Master Plan  
Bluff Stabilization  
Beach Renovation  
Reinsdorf Athletic Field  
Watts Ice Rink  
Clara Dietz Bird Sanctuary  
Old Green Bay Linear Parks  
Replacement Skate Park - TBD  
Kalk Park - Phase 2  
Sports Fields at West Park  
Sports Fields at Watts Park  
Takiff Parking Lot-Phase E  
Takiff Parking Lot-Phase F  
Veterans Park  
Dog Park

**3YR Master Plan Current as of June 2017 (New Format)**

	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>Later</u>	<u>Notes</u>
<b>Beginning Balance, 3/1/xx</b>	<b>1,500,569</b>	<b>1,628,882</b>	<b>1,611,882</b>	<b>1,026,882</b>	<b>1,161,882</b>	
Funding Sources:						
Transfer from Corp Fund	600,000	500,000	TBD	TBD	TBD	
Transfer from Recreation Fund	1,100,000	500,000	TBD	TBD	TBD	
Transfer from Impact Fund	28,313	8,000	-	-	-	Must be used in areas near development
Sale of Linden house		Unknown				
Interest Income	10,000	10,000	10,000	10,000	10,000	
Annual ADA monies - Special Recreation Fund	120,000	125,000	125,000	125,000	125,000	
New bonds (Non-Referendum -- replace Watts debt being retired)				TBD		Unknown; placeholder only based on bond issue amount
<b>Total Funds Available</b>	<b>3,358,882</b>	<b>2,771,882</b>	<b>1,746,882</b>	<b>1,161,882</b>	<b>1,296,882</b>	
Projects To Be Funded:						
Playground - West School (approved base bid)/design svcs	550,000					
Less: SD 35 contribution	(275,000)					Per agreement, SD 35 will pay 50% of cost.
West Playground (Alternates 1, 2, and 3)	170,160					
Less: SD 35 contribution for Alternates 1, 2, and 3	(170,160)					
Playground - Astor Place (appvd bid/design svc/owner items)	215,000					
Fitness Center including Fitness Equipment	460,000					
Lakefront Park Improvements - <i>tabled for this year - wait for geotech</i>	-					
Takiff Parking	700,000					
Beach Geotech and LT Maintenance Plan - <i>moved from 18/19</i>	80,000					
Playground - Old Elm		215,000				
Shelton Pathway and Prairie Restoration		70,000				
Dog Park - Only if Donation Secured/Site Located		TBD				
Old Green Bay Linear Parks		300,000				
Replacement Skate Park - TBD		350,000				
Playground - Lincoln & Crescent		225,000				
Playground - Woodlawn			500,000			
Secret Garden Park near Writers Theatre (rebuild wall and install pathway)			200,000			
Everly Wildflower Sanctuary			20,000			
Bluff Restoration				TBD	TBD	
West Baseball Field				TBD		
Playground - TBD				TBD		
Beach Master Plan					TBD	
Playground(s) - TBD					TBD	
<b>Total Projects</b>	<b>1,730,000</b>	<b>1,160,000</b>	<b>720,000</b>	<b>-</b>	<b>-</b>	
<b>Ending balance, 2/28/xx</b>	<b>1,628,882</b>	<b>1,611,882</b>	<b>1,026,882</b>	<b>1,161,882</b>	<b>1,296,882</b>	

# Action Plan

The **Plan: Action Plan** Chapter outlines strategies for the District over the next ten years. This should be updated annually to respond to the ever-changing District context. For detailed information regarding the sites listed in the action plan, refer to Chapter 6: Preferred Strategies.

## 2015

- Develop Design Guidelines for Parks and Open Space Properties
- Review Intergovernmental Agreement with Village of Glencoe
- Develop Sponsorship Standards Guidelines for Park Naming
- Incorporate Mission, Vision, and Values into all District Marketing Materials
- Prepare Capital Replacement Strategy for Existing and Future Amenities
- Master Plan Discussion on Dog Park
- Master Plan and Develop Phasing Strategy for Takiff Park and Center Fitness
- Fund Takiff Park Improvements
- Design and Engineer Takiff Park and Center Fitness Phase 1
- Master Plan Central Park Site Improvements and GYS Teen Center
- Design and Engineer Central Park Site Improvements and GYS Teen Center

- Bid and Construct Central Park Site Improvements and potentially the GYS Teen Center
- Design and Construct Parcel 7N

## 2016/2017

- Design and Engineer Takiff Center Parking Improvements
- Complete and Close-out Melvin Berlin, Kalk, and Shelton Park improvements
- Design and Engineer Lakefront Park Improvements
- Design and Engineer West Park Improvements
- Design and Engineer Astor Park Improvements

## 2017/2018

- Bid and Construct Takiff Center Parking Improvements
- Design, specify, procure, and setup Takiff Park Phase 1
- Design and Engineer Takiff Park Phase 1
- Master Plan Old Green Bay Road Parkway

- Bid and Construct Lakefront Park Improvements
- Bid and Construct West Park Improvements
- Bid and Construct Astor Park Improvements Master Plan and apply for OSLAD grant for OGB Linear Parks / Lincoln and Crescent Playground

## 2018/2019

- Bid and Construct Takiff Park Phase 1
- Design, Engineer, Bid , and Construct OGB Linear Parks / Lincoln and Crescent Playground
- Design, Engineer, Bid , and Construct Old Elm Playground Improvements
- Design, Engineer, Bid , and Construct Shelton Pathway and Prairie Restoration
- Master Plan and apply for OSLAD grant for Woodlawn Playground (Universal ADA Play)

### 2019/2020

- Design and Engineer Takiff Park and Center Fitness Phase 2
- Design, Engineer, Bid , and Construct Woodlawn Playground (Universal ADA Play)
- Design, Engineer, Bid , and Construct Secret Garden Park and Everly Windflower Sanctuary
- Fund Old Green Bay Road Parkway
- MASTER PLAN / Apply for New Skate Park and / or Dog Park (and complementary improvements)

### 2020/2021

- Bid and Construct Takiff Park and Center Fitness Phase 2
- Administer Community Needs Assessment
- Update Glencoe Park District Comprehensive Master Plan

### 2021/2022

- Design and Engineer Old Green Bay Road Parkway

### 2022/2023

- Bid and Construct Old Green Bay Road Parkway
- Master Plan Glencoe Beach and Lakefront Park Improvements

### 2023/2024

- Design and Engineer Glencoe Beach and Lakefront Park Improvements

### 2024/2025

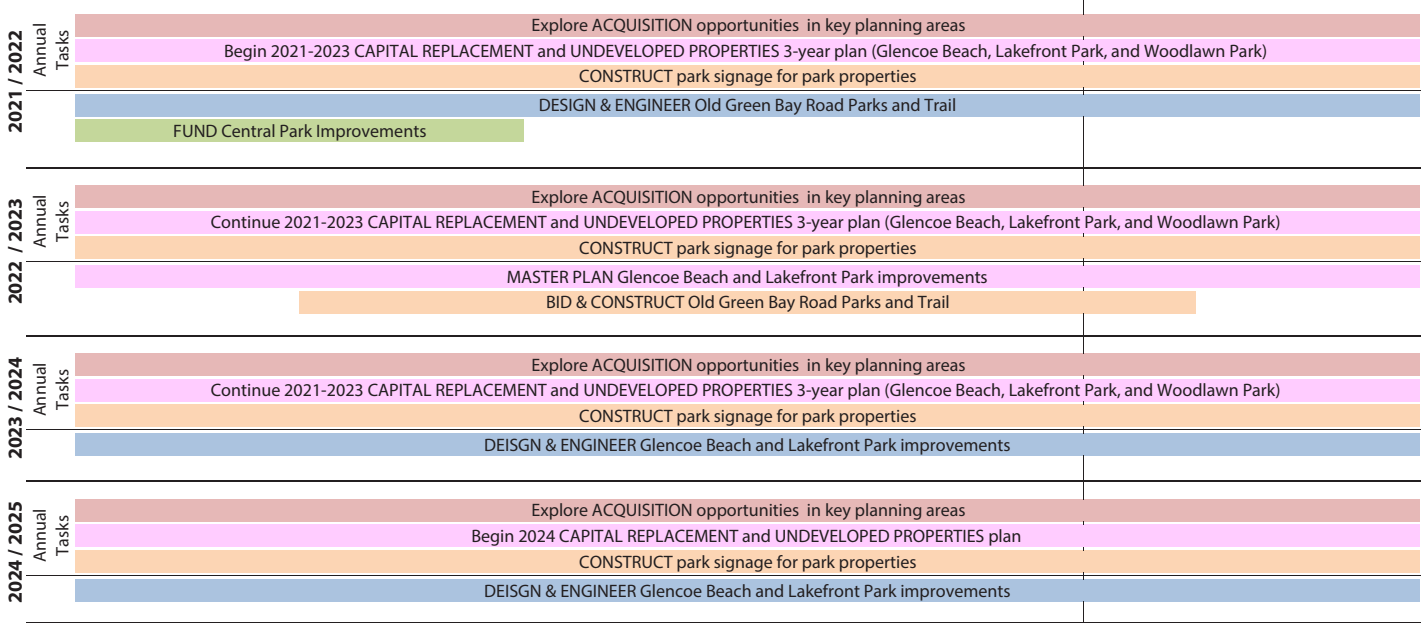
- Design and Engineer Glencoe Beach and Lakefront Park Improvements

### ANNUAL TASKS

- Explore Acquisition Opportunities in Key Planning Areas
- Capital Replacements
- Construct Park Signage for Park Properties
- Remove and replace playgrounds per Capital Replacement Strategy / Schedule.
- Develop and maintain land maintenance guidelines and priorities for existing park land.



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
2015	Annual Tasks											
	Explore ACQUISITION opportunities in key planning areas											
	Begin 2015-2017 CAPITAL REPLACEMENT and UNDEVELOPED PROPERTIES 3-year plan (Kalk Park, Veterans Memorial Park, 21-22S)											
	CONSTRUCT park signage for park properties											
	Review IGA with Village of Glencoe											
	Develop SPONSORSHIP STANDARDS and guidelines for park naming											
	Incorporate MISSION, VISION, and VALUES into all District marketing materials											
	Develop DESIGN GUIDELINES for parks and open space properties											
	Prepare CAPITAL REPLACEMENT STRATEGY for existing and future amenities											
	Determine DOG PARK location											
	MASTER PLAN and develop PHASING STRATEGY for Takiff Park and Community Center Fitness											
MASTER PLAN Old Green Bay Road Parks and Trail												
FUND Takiff Park Improvements												
2016 / 2017	Annual Tasks											
	Explore ACQUISITION opportunities in key planning areas											
	Continue 2015-2017 CAPITAL REPLACEMENT and UNDEVELOPED PROPERTIES 3-year plan (Kalk Park, Veterans Memorial Park, 21-22S)											
	CONSTRUCT park signage for park properties									DESIGN & ENGINEER Takiff Parking		
	MASTER PLAN dog park									DESIGN & ENGINEER Lakefront Park		
COMPLETE & CLOSE-OUT Melvin Berlin, Kalk, and Shelton Park improvements									DESIGN & ENGINEER West Park			
									DESIGN & ENGINEER Astor Park			
2017 / 2018	Annual Tasks											
	Explore ACQUISITION opportunities in key planning areas											
	Continue 2015-2017 CAPITAL REPLACEMENT and UNDEVELOPED PROPERTIES 3-year plan (Kalk Park, Veterans Memorial Park, 21-22S)											
	CONSTRUCT park signage for park properties											
	DESIGN & ENGINEER Takiff Park			BID & CONSTRUCT Takiff Center Parking Improvements								
	DESIGN, SPECIFY, PROCURE, AND SETUP Takiff Center Fitness Area Phase 1											
	DESIGN & ENGINEER Lakefront Park			BID & CONSTRUCT Lakefront Park Improvements								
	DESIGN & ENGINEER West Park			BID & CONSTRUCT West Park Improvements								
DESIGN & ENGINEER Astor Park			BID & CONSTRUCT Astor Park Improvements									
MASTER PLAN/OSLAD GRANT OGB Parks/Lincoln & Crescent										DESIGN & ENGINEER Takiff Park Phase 1		
2018 / 2019	Annual Tasks											
	Explore ACQUISITION opportunities in key planning areas											
	Begin 2018 - 2020 CAPITAL REPLACEMENT and UNDEVELOPED PROPERTIES 3-year plan (Old Green Bay Road Parks, 13-14S)											
	CONSTRUCT park signage for park properties											
	DESIGN & ENGINEER OGB Linear Parks / Lincoln and Crescent Playground						BID & CONSTRUCT OGB Linear Parks / Lincoln and Crescent Playground					
	DESIGN & ENGINEER Old Elm Playground Improvements						BID & CONSTRUCT Old Elm Playground Improvements					
	DESIGN & ENGINEER Shelton Pathway and Prairie Restoration						BID & CONSTRUCT Shelton Pathway and Prairie Restoration					
DESIGN & ENGINEER Takiff Park Phase 1			BID & CONSTRUCT Takiff Park Phase 1									
MASTER PLAN/OSLAD GRANT Woodlawn Playground												
2019 / 2020	Annual Tasks											
	Explore ACQUISITION opportunities in key planning areas											
	Continue 2018 - 2020 CAPITAL REPLACEMENT and UNDEVELOPED PROPERTIES 3-year plan (Old Green Bay Road Parks, 13-14S, West Park)											
	DESIGN & ENGINEER Takiff Park and Community Center Fitness Phase 2											
	DESIGN & ENGINEER Woodlawn Playground (Universal ADA Play)						BID & CONSTRUCT Woodlawn Playground (Universal ADA Play)					
DESIGN & ENGINEER Secret Garden Park and Everly Windflower Sanctuary						BID & CONSTRUCT Secret Garden Park and Everly Windflower Sanctuary						
MASTER PLAN/OSLAD GRANT Skate Park and/or Dog Park												
2020 / 2021	Annual Tasks											
	Explore ACQUISITION opportunities in key planning areas											
	Continue 2018 - 2020 CAPITAL REPLACEMENT and UNDEVELOPED PROPERTIES 3-year plan (Old Green Bay Road Parks, 13-14S, West Park)											
	CONSTRUCT park signage for park properties											
	Administer COMMUNITY NEEDS ASSESSMENT SURVEY											
	UPDATE Glencoe Park District Comprehensive Master Plan											
DESIGN & ENGINEER dog park						BID & CONSTRUCT Takiff Park Phase 2						
FUND Old Green Bay Road Parks and Trail						BID & CONSTRUCT dog park						



**Key**

- POLICY
- ACQUIRE
- FUND
- PLAN
- DESIGN & ENGINEER
- BID & CONSTRUCT