

Glenview Park District | Memo



TO: Glenview Park District Board of Commissioners
FROM: Tim Beckmann, Division Director of Park and Facility Services
CC: Michael McCarty, Executive Director
DATE: October 18, 2022
SUBJECT: Comprehensive Master Plan Year 5 Quarter 2 Update

Below is a status report for each Comprehensive Master Plan item as listed in the 10 Year Action Plan. The items listed began in May of 2017 (Year 0, Quarter 1) and go through October of 2022 (Year 5, Quarter 2). Status updates for the Comprehensive Master Plan will be given in March and October of each year. Since the Comprehensive Master Plan’s inception, staff have been actively working on 51 initiatives. Of those 51 initiatives, 29 have been achieved, 19 are on track, and 3 have not been started.

Since the last update in October 2021, there were 15 more initiatives started. These initiatives are also a part of the Comprehensive Master Plan – Action Plan update that was presented at the November 17, 2021 Park & Facility Services Committee meeting. Notable additions to this update include: the transfer of Gallery Park and Air Station Prairie, the Avoca and Kennicott property updates, and the beginning of the Strategic Plan process.

Glenview Park District Master Plan 2018-2028

Location	Name	Start Date	Estimated Completion Date	Status	Last Comment
FACILITIES					
Glenview Community Ice Center	Develop Funding Strategy	Year 0, Q1	Year 0, Q2	Achieved	The funding strategy, which included a Referendum for the renovation of the Ice Center, passed successfully on March 20, 2018.
	Design and Engineer	Year 0, Q3	Year 1, Q1	Achieved	Staff has worked closely with Williams Architects and W/T Engineering during the Design Development Phase. The project has received approval from Village of Glenview’s planning and appearance commission and the Zoning Board of Appeals.

	Bid and Construct	Year 1, Q2	Year 3, Q2	Achieved	The Ice Center Project Team achieved substantial completion on September 15, 2020. The ice center has a Temporary Certificate of Occupancy that is valid through October 31, 2020 and is renewable for 30-day periods until all notations and permit requirements are resolved. The project team was extremely focused on creating the premier ice facility in the Chicagoland area and created an extensive punch list (in excess of 200 pages). The ribbon cutting ceremony was held virtually on September 12, 2020 with over 268 viewers joining us. Programs began on September 8, 2020. From the opening date in September of 2020, the facility has offered programs and services with the parameters established for the pandemic.
Cole Park Fieldhouse	Design and Engineer Renovation	Year 0, Q1	Year 0, Q1	Achieved	FGM Architects, Consolidated Engineers, and Gewalt Hamilton and Associates completed the design and engineering process for the renovation and exterior restroom addition for the Cole Park Fieldhouse.
	Bid and Construct Renovation	Year 0, Q2	Year 3, Q2	Achieved	Staff worked with a handful of contractors to complete the renovation and exterior restroom addition.
Flick Park Fieldhouse	Design and Engineer Renovation	Year 1, Q2	Year 1, Q3	Achieved	FGM Architects, Consolidated Engineers, SMG and Gewalt Hamilton and Associates completed the design and engineering process for the renovation and exterior restroom addition for the Flick Park Fieldhouse.
	Bid and Construct Renovation	Year 1, Q4	Year 2, Q1	Achieved	Staff has completed the interior renovation and the exterior restroom addition on the fieldhouse. All of the utility connections have been completed, along with new concrete pathways and ADA accessible sidewalks.
Flick Pool	Develop Operational Changes	Year 1, Q2	Year 1, Q3	Achieved	To improve internal security and customer service, staff was tasked to develop new initiatives to address these core issues at the Flick facility. In developing strategies to address these issues, staff found that the need extended to include both outdoor aquatic facilities. With PDRMA and consultant input, a plan was developed to address cash handling and security

					improvements at both aquatic locations.
	Implement Operational Changes	Year 1, Q4	Year 1, Q4	Achieved	In April of 2019, staff implemented enhanced cash handling procedures and upgraded electronic surveillance at both outdoor pool locations.
Naval Air Station Museum	Conduct Feasibility Study	Year 0, Q1	Year 0, Q3	Achieved	On August 7, 2018 the Museums & Historic Preservation Committee was able to review the Holabird and Root Feasibility Plan. The project detailed a single story, glass building of roughly 16,000 square feet that will feature exhibit space, a simulator flight lab and classrooms. The projected cost, including exhibits and FF&E is \$11.1 million. On September 4, 2018 the MHP committee invited Bill Marquardt of the Hangar One Foundation and Kirsten Bergin of Bring It Home Glenview to discuss the museum project and how their organizations planned to fundraise for the costs. The Committee asked staff to begin developing a formal agreement with Hangar One. The agreement has been discussed at MHP committee meetings on November 8, 2018 and May 2, 2019. At both the September 8 and October 13, 2020 Recreation, Swimming Pools and Museums & Historical Preservation Committee meetings, the Development Agreement and Fundraising Plan were reviewed and refined. The item was put before the full Park Board on October 22, 2020. The motion failed and the agreement was not accepted.
Glenview Prairie Club	Develop Master Plan	Year 1, Q1	Year 1, Q2	On Track	Hitchcock Design Group has been engaged to develop a Master Plan for Glenview Prairie Club. The Master Plan Team will consist of Hitchcock Design Group, Rick Jacobsen Golf Course Design, BSB Architects, and District staff. The overall objectives include improving the experience for existing clientele and increasing opportunities to expand our services to current and future participants. The project team has completed a kickoff with a varied team of District staff and meetings have been held with stakeholder groups.

	Develop funding strategy	Year 1, Q1	Year 1, Q2	Not Started	
	Design and engineer	Year 1, Q4	Year 2, Q1	On Track	Staff has worked closely with the master plan team of BSB and Hitchcock Design to develop a site plan that incorporates improvements to the clubhouse, parking area, golf course and maintenance area. The improvements are fueled by feedback received from stakeholder groups and staff alike. A potential clubhouse expansion is also included in the conceptual master plan. The expansion will allow for the installation of golf simulators, improved indoor and outdoor instructional areas, additional restrooms, enhanced back of house operations, more efficient administrative staff areas (offices) and most importantly an enhanced customer experience that will serve both golf and paddle customers.
	Bid and construct	Year 2, Q2	Year 2, Q4	Not Started	Due to the worldwide COVID 19 pandemic, the GPC master plan has been placed on hold.
Park Center	Conduct Indoor Amenity Feasibility Study	Year 0, Q4	Year 1, Q3	Achieved	Preschool staff have worked with representatives from Illinois DCFS to develop all necessary protocols and procedures to be able to obtain licensure to operate an “all day, preschool” with before and after care. The site has had an initial inspection and plan review. New enhanced electronic security installed and the State Fire Marshal has inspected and passed the facility.
	Park Center Conceptual Improvements			On Track	The project team is in the planning phase for development of the draft Management and Operations Plan for Park Center. The draft plan will be presented at a future committee meeting to seek Board input.
The Grove	Develop Funding Strategy for Interpretive Center	Year 0, Q2	Year 0, Q2	Achieved	The funding strategy, which included a Referendum for the renovation of The Grove Interpretive Center, passed successfully on March 20, 2018. Additionally, funds for the project were secured through a State of Illinois grant sponsored by Senator Laura Fine. The Interpretive Center project was completed in February of 2020.

	Implement Management Plan Updates for Interpretive Center	Year 0, Q3	Year 1, Q3	Achieved	The Interpretive Center renovation project was completed in February 2020 and addressed The Grove’s Management Plan goals for the building. A facility assessment study was created for improved use of the space, a more welcoming reception and streamlined retail space was created. Site elements have been tied together cohesively through additional exhibits and displays. Visitor experience has been improved through hands-on, interactive animal exhibits and new programming opportunities. Systems upgrades have taken place, including HVAC, plumbing, lighting, life support, alarm and fire suppression. Additional exhibits and animal displays have been planned for the Science Classroom space and funding for this is being pursued through grants and donations.
Glenview Tennis Club	Improve facilities and programming	Year 5, Q1	Year 5, Q1	On Track	The Park District has engaged the services of Wiss Janney Elstner Engineers Architects and Materials Scientists to complete further testing to determine the cause of the unevenness of the tennis court surface. The project will be completed in three phases. Phase I – Schematic Design will include Soil Characterization and Tie Rods assessment and recommendations; this assessment will last for a minimum of six months. Phase II – Repair Design and Bidding Period will last approximately three months in duration and be followed by Phase III – Construction Period Services. The duration of Phase III will be determined based on the findings of Phase I and Phase II. Phase I is currently underway.
Glenview Park Golf Course Maintenance Facility	Develop Master Plan	Year 4, Q1	Year 4, Q2	On Track	The Maintenance Facility's master plan is a part of the Glenview Park Golf Club Master Plan update listed below.

Glenview Park Golf Club	Develop Master Plan	Year 4, Q1	Year 4, Q2	On Track	<p>The established focus of the Site Master Plan process is the physical plant of the site specifically addressing the Clubhouse, enhanced training facilities (indoor/outdoor), refresh and improve site ingress and egress, refurbish the on-course restrooms, modernize the turf care center, renovate the Gazebo and outdoor seating area and assess the opportunity for expansion of the indoor and outdoor banquet functions. Secondly, the District wishes to identify on and off course active and passive recreational uses to increase net revenue opportunities including golf and non-golf activities. The RFP established that the plan will address and support the current and future uses of the facility, improvements to the natural environment and enhanced park uses. After a thorough review of the proposals along with the presentations, reference checks, and deliberation amount the project team, staff recommended selecting Williams Architects as the finalist. The Board approved the Glenview Park Golf Club Site Master Plan Agreement with Williams Architects at the July 28, 2022 Park Board meeting. The project team and Williams Architects have launched the project and are currently working on the preliminary programming (space assessment) and the facilities existing conditions evaluation.</p>
	Develop funding strategy for Glenview Park Golf Club	Year 5, Q2	Year 5, Q3	On Track	
Air Station Prairie	Evaluate and plan for capital replacements and maintenance for Air Station Prairie	Year 4, Q4	Year 5, Q2	On Track	<p>Staff is working with the GPD accounting department to allocate funding and develop a Capital Replacement schedule for Tyner Center and Air Station Prairie. Plans are currently underway for repairs to the roof, green roof and the replacement of solar panels. Staff is investigating Tyner Center structural integrity and developing a course of action for remediation.</p>

PROGRAMS					
	Define Korean-Demographic Targeted Program Plan	Year 4, Q4	Year 5, Q3	On Track	Contact was made with staff from School District 225 on successful inroads that they have had in creating dialogue with this community. Additionally, more targeted efforts have been attached to marketing material when promoting District offerings. Some initiatives were postponed due to the pandemic. Targeted efforts that coordinate with the initiatives of the Park District's Diversity, Equity, and Inclusion Task Force are anticipated to resume in the near future. Grove staff has connected with representatives from the Korean Cultural Center of Wheeling, to investigate partnerships in programming, rentals and museum operations, as well as other opportunities to collaborate and share resources.
	Address level of service/service area deficiencies	Year 1, Q3	Year 2, Q1	Achieved	Staff worked with Hitchcock Design to produce a map of the District that shows a resident's property in relation to a park, facility, or walking trail within a 10-minute walk. The map shows that 99.6% of all residents reside within a 10-minute walk of a park, facility, or trail.
PARKS AND OPEN SPACE					
The Grove	Develop Funding Strategy for The Grove Land Acquisitions (LWCF Grant)	Year 0, Q1	Year 0, Q4	Achieved	Staff are currently working to close our active LWCF Grants for property on Portage Run and Kennicott Lane. Final billing has been submitted for both grants and we are awaiting reimbursement from the state. Staff are actively investigating opportunities for additional land acquisition adjacent to The Grove.
	Update Management and Operations Plan	Year 0, Q1	Year 0, Q1	Achieved	A plan was developed utilizing a consultant that included input from the Grove staff, stakeholders, and partner organizations like the Grove Heritage Association. The plan was presented to the Museums and Historical Preservation Committee on June 11, 2019 and approved through consent at the June 27, 2019 Glenview Park Board meeting.

Develop Funding Strategy for Priority Improvements	Year 0, Q2	Year 1, Q3	Achieved	The funding strategy, which included a Referendum for the renovation of The Grove Interpretive Center, passed successfully on March 20, 2018.
Design and Engineer Priority Improvements	Year 0, Q4	Year 1, Q2	Achieved	Staff has worked closely with Gewalt Hamilton Associates to design the priority improvements at The Grove. The design and engineering has been approved by the Park Board and the Village of Glenview, and permits from all regulatory agencies have been secured.
Bid and Construct Priority Improvements	Year 1, Q3	Year 3, Q2	Achieved	The project was publicly bid in the spring of 2019 and awarded to Lenny Hoffman Inc., of Wilmette, IL. The project started in July, with the majority of the work for the stormwater detention pond, access drive, and Landlock parking surface completed in late summer. The project finished up in January of 2020. On February 22, 2020 the Grove formally dedicated the new entrance and Interpretive Center.
Develop Site Master Plan	Year 3, Q3	Year 3, Q4	On Track	Several items recommended in this initiative have been addressed with recent improvement projects. Accessibility, parking, safety and entryway issues have been rectified with The Grove's front entrance reconfiguration project. Connectivity and cohesiveness have been improved through the Interpretive Center renovation project, which has created a welcoming central meeting location for patrons, information dissemination hub and additional programming opportunities. A potential land acquisition map and prioritized list has been developed to guide decision making for future land acquisition projects adjacent to The Grove. A wayfinding and welcome sign plan has been created and will be implemented this fiscal year. A hand-drawn site map has been created and utilized to develop a new Visitors Guide in both English and Korean. A comprehensive marketing plan, including a visitor survey is planned for the near future.

	Develop Funding Strategy for Master Plan Improvements	Year 4, Q1	Year 4, Q2	On Track	Funding for the front entrance reconfiguration and Interpretive Center renovation came through a successful voter referendum, passed in 2018. This funding also created an Open Space fund to be utilized for future land acquisition opportunities. Additional funding for the Interpretive Center exhibits came from donations and a Department of Commerce and Economic Opportunity grant. Staff are currently working to close out active LWCF Grants for property on Portage Run and Kennicott Lane. Final billing has been submitted for both grants and we are awaiting reimbursement from the state. The district was awarded an additional grant from the Illinois Public Museum Capital Grant Program to complete Phase 2 of the Interpretive Center exhibits. Design work has begun and construction is scheduled for 2023. The Grove Heritage Association is actively raising funds for Grove projects, including the new site map, installation of garden areas and land acquisition. Other projects are being planned as part of the operating budget process.
	Apply for Grant Fund for The Grove Improvement Phase II	Year 4, Q1	Year 4, Q1	Achieved	The Grove has been awarded a State of Illinois Capital Museum Grant to develop the Phase 2 Interpretive Center exhibits. Planning for this project is ongoing and construction is scheduled for early 2023.
Wagner Farm	Update Management and Operations Master Plan	Year 0, Q1	Year 0, Q1	Achieved	The completion of the Site Master plan in September 2018 marked the conclusion of the development for the overall Management and Operations Master Plan for Wagner Farm. The plan was presented to the Museums and Historical Preservation Committee on June 11, 2019 and approved through consent at the June 27, 2019 Glenview Park Board meeting.

Prepare Site Master Plan	Year 0, Q2	Year 0, Q2	Achieved	On September 4, 2019, the Museum & Historic Preservation Committee heard a presentation by staff along with representatives from Hitchcock Design Group on the Wagner Farm Site Master Plan. This plan was developed over the last year and was a product of 3 stakeholder meetings and countless hours with Farm staff. The plan addresses infrastructure needs of the site as was as outdoor exhibits, storage needs and staff/visitor safety improvements. The Wagner Farm Site Master Plan was accepted by the Glenview Park Board on September 20, 2018.
Develop funding strategy for Site Master Plan	Year 0, Q3	Year 1, Q2	On Track	Phase 1 of the Wagner Farm Site Master Plan which includes the Playscape, pathways and passive recreation opportunities was funded by a grant from the State of Illinois's Open Land Acquisition and Development (OSLAD) fund. Additional funding was provided by the Friends of Wagner Farm and the Glenview Park District. Friends of Wagner Farm have continued to develop plans to financially support the Master Plan projects. The MasterPiece event was held in December of 2021 and raised funds destine for Phase III work and ongoing FWF projects. Farm staff are currently preparing for an upcoming round of Illinois museum grants to fund the exhibit construction of Phase III.
Design and engineer Phase 1 improvements	Year 1, Q3	Year 1, Q3	Achieved	Once the funding was secured through the OSLAD grant, District staff and consultants from Hitchcock Design Group worked to develop planning, permitting and bid documents for the Phase 1 project.
Bid and construct Phase 1 improvements	Year 1, Q4	Year 3, Q1	Achieved	Construction took place over the summer and fall of 2021, with final plantings and equipment installation taking place in the spring of 2021. Work on Phase 2 was finished simultaneously with Phase 1.
Master Plan Wagner Farm Phase 2 Heritage Center	Year 5, Q2	Year 5, Q4	On Track	

Neighborhood Parks	Prepare Site Master Plan	Year 5, Q1	Year 5, Q1	On Track	Staff are reviewing a priority list of neighborhood park locations for the Master Plan. Staff have reached out to Hitchcock Design Group to discuss master planning of the District's parks.
Avoca Property	Avoca Property Transfer	Year 4, Q2	Year 4, Q3	Achieved	The closing and demolition of the Avoca house took place in the Summer of 2022.
	Master Plan Avoca Nature Playground	Year 4, Q4	Year 4, Q4	On Track	A community meeting took place with Avoca School PTO and the community. Staff is working with Hitchcock Design Group to come up with a Nature Play Design. The completed design will be presented to the community and the Board for final approval.
	Develop funding strategy for Avoca Nature Playground	Year 5, Q1	Year 5, Q1	Not Started	
	Design and Engineer Avoca Nature Playground	Year 5, Q2	Year 5, Q3	On Track	The design is in progress with staff and Hitchcock Design Group.
Kennicott Property	Kennicott Property Acquisition	Year 4, Q2	Year 4, Q3	Achieved	The district has acquired the 1.26-acre parcel at 4115 Kennicott Lane through LWCF funding, Grove Heritage Association donation, and the GPD Open Space fund. Final billing has been submitted and we are currently awaiting reimbursement from the state.
	Design and engineer Kennicott Property improvements	Year 4, Q4	Year 5, Q1	On Track	Existing single-family home was demolished and removed from the site. Clean fill was added and the property has been graded. Conservation of healthy, native trees and natural area restoration has begun.
	Bid and construct Kennicott Property improvements			On Track	A plan for fencing, additional natural area restoration, tree planting and installation of a walking path to connect to the existing Grove trail system has been created and will be implemented once rezoning and permitting allow.

Field and Court Assessment	Complete assessment	Year 4, Q1	Year 4, Q4	Achieved	The Planning Team completed the Outdoor Field and Court Assessment, along with stakeholder interviews and condition analysis. Options for baseball, pickleball and synthetic turf were presented at the February 28, 2022 Park & Facility Services/Environmental Committee Meeting. The Board approved the Outdoor Field and Court Assessment at the May 26, 2022 Park Board meeting. Staff will implement these plans at several sites over the next few years.
Air Station Prairie	Transfer from Village to Park District	Year 5, Q2	Year 5, Q2	Achieved	Transfer of Air Station Prairie from the Village of Glenview to the Glenview Park District took place in Fall of 2022 with the end of the Glen Redevelopment TIF.
Gallery Park	Transfer from Village to Park District	Year 5, Q2	Year 5, Q2	Achieved	Staff has started the process with District Attorney Derke Price of Ancel & Glink with the Village of Glenview on the transfer of Gallery Park. Gremlay & Bledermann will work on the Plat of Survey for the property. The Lake Glenview parcel will remain the property of the Village of Glenview.
PLAN UPDATES					
Strategic Plan	Update the 3-year Strategic Plan	Year 4, Q4	Year 5, Q1	On Track	Staff provided an overview of the Strategic Planning process at the September Finance Committee meeting and the Board approved a contract with aQity Research & Insights for a community survey. Staff also presented a consulting agreement with Kathleen Grove Consulting, LLC for the development of the 2023-2026 Strategic Plan at the October 20, 2022 Finance Committee meeting. Upon full Board approval, Katie Prasser of Kathleen Grove Consulting will conduct staff input sessions in October and the Park Board retreat in December.