

# 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 20, 2023

**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 2023 (Year 5, Quarter 4). 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 53 initiatives. Of those 53 initiatives, 38 have been achieved, 9 are on track, and 2 have not been started. The Glenview Prairie Club master plan was put on hold, which accounts for 4 initiatives.

Following the October 2022 update, notable developments include the conceptual plan of the Glenview Park Golf Club and the contract for neighborhood parks Group A master plan. Both items are to be presented and seeking Board approval within the calendar year. Other notable developments include the transition of Gallery Park and Air Station Prairie ownership from the Village of Glenview in Fall of 2022 and securing funding avenues for Avoca Park, including Capital and OSLAD grant applications via the State of Illinois.

Additionally, staff and the Park Board accomplished a major achievement in the Comprehensive Master Plan in adopting the 3-year Strategic Plan for 2023 to 2026, approved at the March 23, 2023 Park Board meeting. Since then, the staff have been diligently focusing on five core strategic areas: enhancing customer experience, ensuring financial responsibility, fostering a desirable workplace, striving for operational excellence, and upholding environmental and historical preservation efforts.

## Glenview Park District Master Plan 2018-2028

Location	Name	Start Date	Estimated Completion Date	Status	Last Comment
<b>FACILITIES</b>					
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 Museums and Historical Preservation 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 5, Q1	Year 5, Q2	On Hold	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 5, Q3	Year 5, Q3	On Hold	
	Design and engineer	Year 5, Q4	Year 6, Q1	On Hold	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 6, Q2	Year 6, Q4	On Hold	The GPC master plan was placed on hold during the COVID-19 pandemic, but has since been put on a long-term hold. A reprioritization of projects has placed the comprehensive site master plan at Glenview Park Golf Club ahead of the Glenview Prairie Club. This project when reinvigorated will probably start over from scratch.
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	Year 4, Q2	Year 4, Q3	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.
	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 late 2023.

Glenview Tennis Club	Improve facilities and programming	Year 5, Q1	Year 5, Q1	On Track	<p>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 was planned for completion in three phases: Phase I – Schematic Design, including Soil Characterization and Tie Rods assessment and recommendations; Phase II – Repair Design and Bidding Period and Phase III – Construction Period Services. Wiss, Janey, Elstner Associates, Inc. (WJE) concluded the Court Surface Improvements Study at the Glenview Tennis Center in August of 2023. At this time, staff is not recommending moving forward with any of the repair options. WJE has recommended the District gather additional data through monitoring the court surface elevations and ground water levels for the next several years to determine the degree of court surface changes. Data collection began Fall 2023.</p>
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</p>

					(space assessment) and the facilities existing conditions evaluation.
					The project team has identified the turf care center as the highest priority of the plan. Conceptual renderings of a newly designed turf care center have been developed as a result of several input meetings with staff and the architectural team. The conceptual plan will be presented to the Park Board at the October 26, 2023 Park Board meeting. Staff will be seeking approval from the park board to continue to the next stages of the project ultimately the development of construction documents that would be presented for bid.
	Develop Funding Strategy	Year 5, Q2	Year 5, Q3	On Track	
	Design and Engineer	Year 5, Q4	Year 6, Q1	Not Started	
<b>PROGRAMS</b>					
	Define Korean-Demographic Targeted Program Plan	Year 4, Q4	Year 5, Q3	Achieved	Park Center staff met with representatives from the HANA Center about partnership and outreach opportunities in March of 2023. In June 2023, staff partnered with HANA Center on hosting a film screening called "Nam June Paik: Moon is the Oldest TV". In September 2023, staff partnered again with HANA Center to offer a Nonggi Art class at Park Center. The Grove and Admin staff met with Kay Rho, Executive Director of the Chicago Korean Cultural Center, and took a tour of their historic museum in July 2023. The Grove staff are working with CKCC staff on a partnership concert program. Redfield Estate has also recruited a Korean wedding planner to be added to its vendor list for clients.
	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 have closed out active LWCF Grants for property on Portage Run and Kennicott Lane. Final billing was submitted for both grants and reimbursement from the state was received. 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 have 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 5, Q3	Year 5, Q4	Achieved	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 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 have been created and implemented. A hand-drawn site map has been created and utilized to develop a new Visitors Guide in both English and Korean.
	Develop Funding Strategy for Master Plan Improvements	Year 6, Q1	Year 6, Q2	Achieved	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. Both LWCF Grants for property acquisition on Portage Run and Kennicott Lane have been closed and reimbursement has been received. 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 is complete and construction will begin this year. The Grove Heritage Association continues to actively raise 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.
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 well 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	Achieved	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 destined 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	Year 5, Q2	Year 5, Q4	On Track	Staff is currently preparing to go out to bid for exhibit construction with a goal of completing exhibit work in 2024.	

	Heritage Center				
Neighborhood Parks	Prepare Site Master Plan	Year 5, Q1	Year 5, Q1	Achieved	Staff created a priority list of neighborhood park locations for the Neighborhood Site Master Plan. Staff worked with Hitchcock Design Group to prioritize the groups by Group A and Group B.
	Site Master Plan: Neighborhood Park Group A	Year 5, Q4	Year 6, Q1	On Track	Staff presented the consulting services agreement with Hitchcock Design Group to prepare master plans for Indian Ridge, Swenson and Willow Parks at the Parks and Facility Services/Environmental Committee meeting on October 17, 2023.
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 worked with Hitchcock Design Group to come up with a Nature Play Design. Two concepts were presented to the Board in June 2023. The completed design will be presented to the community and the Board for final approval at a later date.
	Develop Funding Strategy	Year 5, Q1	Year 5, Q1	On Track	At the June 22, 2023 Park Board meeting, the Board approved Resolution 2023-10 that gave staff permission to apply for an OSLAD grant for the Avoca Nature Play Playground. The OSLAD application was submitted at the end of August 2023 requesting an amount of \$320,000.
	Design and Engineer	Year 5, Q2	Year 5, Q3	On Track	The design is in progress with staff and Hitchcock Design Group.
	Bid and Construct	Year 5, Q4	Year 6, Q2	Not Started	
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. The grant has been closed and we have received reimbursement from the state.

	Design and engineer Kennicott Property improvements	Year 4, Q4	Year 5, Q1	Achieved	Existing single-family home was demolished and removed from the site. Clean fill was added and the property was graded. Conservation of healthy, native trees and natural area restoration will be ongoing. A walking path was created through an Eagle Scout project, to connect to The Grove's existing trail system and provide public access to the new property.
	Bid and construct Kennicott Property improvements	Year 5, Q2	Year 6, Q1	Achieved	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 implemented.
Air Station Prairie	Evaluate and plan for capital replacements and maintenance	Year 4, Q4	Year 5, Q2	Achieved	Staff has worked 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 continues to monitor Tyner Center structural integrity and has developed a course of action for testing and evaluation.
	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. Gremley & Bledermann will work on the Plat of Survey for the property. The Lake Glenview parcel will remain the property of the Village of Glenview.
<b>PLAN UPDATES</b>					
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.

Strategic Plan	Update the 3-year Strategic Plan	Year 4, Q4	Year 5, Q1	Achieved	Staff completed the strategic plan development process, which included a community survey from aQity Research & Insights and the consulting services of Katie Prasser of Kathleen Grove Consulting, LLC. The 2023-2026 Strategic Plan was approved at the March 23, 2023 Park Board meeting.
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