

# Parks & Recreation Committee

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Minutes of the Meeting on  
January 22, 2018

**Village of Homer Glen  
14240 W 151<sup>st</sup> Street, Homer Glen, IL 60491  
Community Room**

1. Call to Order.

The meeting was called to order at 6:30 p.m. by Co-Chairperson Christina Neitzke-Troiike.

2. Pledge of Allegiance to the Flag.

3. Roll Call.

Present at 6:30 p.m. were Committee Co-Chairs Sharon Sweas and Christina Neitzke-Troiike and Members Dale Janssen, Cassandra Courtright, Russel Knaack, Regina Robinson, John Walters, and Mark Gawron.

Members Absent: Bob Kman and Ed Cryer.

Also Present: Village Manager Mike Mertens and Facilities Manager John Robinson.

4. Approval of Amendments to the Agenda.

None.

5. Minutes.

a) November 20, 2017

Co-Chair Neitzke-Troiike stated that the minutes from the November 20, 2017 Parks and Recreation Committee meeting were being presented for approval. Member Janssen made a motion to approve the minutes from the November 20, 2017 meeting; seconded by Member Gawron. The motion passed.

6. Public Comment.

None

7. Report from Co-Chairs.

Co-Chair Sweas stated the Village Board is supportive of starting a sub-committee of the Parks and Recreation Committee to plan for an expanded Holiday Tree Lighting Ceremony / Special Event for 2018.

8. Old Business.

There was no old business.

9. New Business.

- a) Discussion Regarding Professional Design Services for Phase 2 of the Heritage Park Project (Park Amenities).

Village Manager Mertens discussed the options of issuing a Request for Qualifications (RFQ) versus a Master Architectural Agreement for Phase 2 of Heritage Park.

In 2015, a Request for Qualifications for Professional Design Services was conducted for the Village Hall remodel. At that time, the Village entered into a Master Architectural Service Agreement (MASA) with TRIA Architecture. The MASA could be expanded with the addition of a new service task list for Phase 2 of Heritage Park. This option will expedite the process and allow for the construction of the desired amenities in the 2018 construction season.

The main area of focus for this phase will be the active play area. The updated MASA will also include a time and material proposal for the master planning for the balance of the park, including estimating, scheduling, project grouping, economy of scale, etc.

The consensus of the Committee was to move forward with the Master Architectural Agreement.

- b) Overview of the Trust for Public Land Park Serve® Report for the Village of Homer Glen.

In 2016, the Village was asked to provide park and open space data to the Trust for Public Land for their new ParkServe® project. The Trust for Public Land (TPL) is a US nonprofit organization advocating for the creation of parks and protected lands. The ParkServe® platform provides information about our park systems and the associated percentage of Village residents within a 10-minute walk of a park. The Report stated that 49% of Homer Glen residents are within a 10 minute walk of a park. The full report can be viewed at <https://parkserve.org/city/id/1735835/>.

The Committee directed staff to update the data to include parks that were not completed in 2016, including Goodings Grove Park and Evelyn's Gate North Park.

10. Reports and Communications from Staff.

- a) Specific Parks and Recreation Project Updates.

1. Heritage Park Phase I Project Update

The project is approximately 48% complete. Phase I completion is expected in mid-June 2018.

2. Goodings Grove Park Project Update  
Construction is now complete. Pictures of the completed park were presented. Dumping of debris at the park is an ongoing issue.

b) Facilities Manager's Update

- 1) Parkway Tree Location Survey Update  
Facilities Manager Robinson stated the Village identified approximately 2,700 locations for a new parkway tree. This could be more than one (1) tree per site.
- 2) Miscellaneous Items

The Committee discussed the possibility of adding mutt mitt stations to other portions of the Heroes Trail system.

Facilities Manager Robinson stated he is working with the Village Manager and Finance Director to prepare the draft FY 2018-2019 Budget.

The lawn area at Erin Hills Park was damaged from 4-wheelers. Repairs will be made in the spring.

11. Committee Member Updates.

10. Adjournment.

Motion by Member Courtright, second by Member Knaack to adjourn. Motion carried. The meeting was adjourned at 8:11 p.m.

Respectfully Submitted:



Michael S. Mertens  
Village Manager