



GLENVIEW PARK DISTRICT BOARD MEETING

@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
February 22, 2007

1. Roll Call

President Casey called the meeting to order at 7:06 p.m. and the roll was called.

Commissioners present: Judy Beck, William M. Casey, Douglas R. Kaiser, Michael P. Scholl.

Commissioners absent: Mary Jean Coulson, Ted Przybylo, and John H. Winand.

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Charles Balling, Superintendent of Administrative Operations Barbara Cremin, Superintendent of Special Facilities Cheryl Deom, Superintendent of Park Services Fred Gullen, Superintendent of Leisure Services Robert Quill, Recording Secretary Joanne Capaccio, Grove Director Steve Swanson, Wagner Farm Director Todd Price, and Glenview Tennis Club Manager Dave Woolf. Please refer to the attendance record for other visitors.

2. Moment of Silence

3. Approval of the January 18, 2007 Regular Board meeting minutes

Commissioner Scholl moved, seconded by Commissioner Beck to approve the Regular Meeting minutes as presented. On Voice Vote, all present voted aye with Commissioner Kaiser abstaining.

4. Officers' Reports

a. President

i) President Casey reviewed audience participation procedures and asked that if anyone wanted to speak to items on the agenda, they should fill out a speaker card at the back of the room and hand it to the recording secretary.

ii) **Consideration to approve Resolution No. 2007-09 Honoring the Service of Mary Van Arsdale for Her Contributions to the Glenview Park District while serving as Director of Recreation Services from March of 1999 through February of 2007**—President Casey read the Resolution honoring the service of Mary Van Arsdale. He asked the Board who was in favor of this Resolution and all present voted Aye, the Resolution passed.

President Casey thanked Mary for all her dedication to the Park District and noted she is a leader in her field. Mary thanked the Park District for the tremendous opportunity she was given and for the great support she received

from the Board, leadership, staff and community. She appreciated the recognition from the Board.

iii) President Casey presented the Illinois Park and Recreation Association award plaques for Outstanding Special Event of the Year—Wagner Farm Dairy Breakfast and Outstanding Specific Use Facility—Wagner Farm Heritage Center to Todd Price, Sarah Hagye, and Jeff Weinske. He congratulated all of them for receiving this award on behalf of the Park District. Todd Price, Director of Wagner Farm, spoke of the evolution and journey that was taken to get to the opening of the beautiful Heritage Center. Todd also thanked Jeff Weinske whose idea it was for the very successful and popular Wagner Farm Dairy Breakfast.

President Casey also presented the Illinois Park and Recreation Association Award plaques for Most Improve Marketing Piece and for the People's Choice Award—Tennis Club General Informational Brochure to Dave Woolf, Barb Boyce, and Julie Baran-Reilly. President Casey noted Dave Woolf saw a great marketing opportunity to promote tennis in the community by updating the general information brochure for the Tennis Club. Along with the writing talents of Barb Boyce and creativity of graphic artist Julie Baran-Reilly, they were able to put together the award winning piece. President Casey congratulated them on this accomplishment.

President Casey presented the last IPRA award plaque for Marketing and Communication: Facility/Program/Event Piece—Wagner Farm's Heritage Center to Todd Price and Julie Baran-Reilly. President Casey commented on the beautiful visual of the barn shape cut on the front of the brochure and thanked Julie for her creativity and also for her efforts in submitting the various applications to IPRA for award consideration. He also noted that this is Julie's third year running where she has received awards for her work.

- b. Treasurer William Moore presented the monthly financial report for January, 2007. Bill reported there were no CDs or Treasuries purchased during the month. There were only two invoices that exceeded \$30,000.00 for the month of January: Santanna Energy Services and Blue Cross Blue Shield.
- c. Attorney-No Report
- d. Executive Director/Secretary
 - i) Director Balling recommended submitting a grant request to our state Legislators for the Community Park West II Project, Glenview Ice Center, and Energy Efficiencies Improvements.
 - ii) The Director also voiced the Park District's support for the Village of Glenview to approve their proposed Park Zone speed limit ordinance. The law allows for a \$250.00 fine for speeding on a Park Zone street. The Director noted the Park District would receive \$50 from the issued ticket for "safety purposes". President Casey noted that signage would go up in these areas.

5. Matters from the Public

Cheri Sloat is a resident of Glenview and member of the Glenview ‘Women of Today’ group. She asked the Board to consider taking over the Farmer’s Market which she has coordinated for 13 years and having it at Wagner Farm. Cheri is retiring from the group and she has not been able to find any other community group willing to continue the Farmer’s Market in Glenview. She stressed the urgency to have a Board decision soon because of the concern to get farmers on such short notice. Cheri told the Board that trying to get Illinois Farmers, who grow vegetables on their farms, are hard to find. The Farmers Market has previously run from after July 4 through mid October. Todd Price, Director of Wagner Farm saw no conflicts in scheduling between the Farmer’s Market and annual events at Wagner Farm. Director Balling gave his personal experiences at the Gurnee Park District and their success of running the Farmer’s Market for the community. Commissioner Scholl asked if volunteers could continue to help at the Market and voiced his concern about traffic. He suggested some kind of transportation from downtown Glenview to Wagner Farm. The Board decided to have this request go to the Museum/Recreation Committee members and have the Committee bring a recommendation back to the Board at the March 22 Board meeting.

6. Accounts Payable

Commissioner Kaiser motioned to approve the payroll and accounts payable for the month of January 2007 for \$1,240,168.98, seconded by Commissioner Scholl. Roll call vote: Ayes: Beck, Kaiser, Scholl, Casey. Nays: None. Motion carried.

7. @ Consent Agenda

Items on the Consent Agenda were approved in one motion with a Roll Call vote. President Casey asked if the Board had reviewed the items and if anyone wanted to remove an item from the Consent Agenda and have it considered at the appropriate point on the regular agenda. With no further comment, the Board approved the following six ordinances to abate taxes on the principal and interest of six General Obligation Park Refunding bonds.

@Commissioner Kaiser motioned to approve the Consent Agenda seconded by Commissioner Beck. Roll call vote: Ayes: Beck, Kaiser, Scholl, Casey. Nays: None. Motion carried. (Copy of supporting information filed herewith.)

- a. Consideration to approve Ordinance 2007-03 abating the tax hereto levied for the year 2006 to pay the Principal of and the interest on \$8,220,000 General Obligation Park Refunding Bonds (Alternate Revenue Source) Series 2006, of the Glenview Park District, Cook County, Illinois.
- b. Consideration to approve Ordinance 2007-04 abating the tax hereto levied for the year 2006 to pay the Principal of and the interest on \$8,790,000 General Obligation Park Bonds (Alternate Revenue Source) Series 1999, of the Glenview Park District, Cook County, Illinois.
- c. Consideration to approve Ordinance 2007-05 abating the tax hereto levied for the year 2006 to pay the Principal of and the interest on \$8,780,000 General

Obligation Park Bonds (Alternate Revenue Source) Series 2000, of the Glenview Park District, Cook County, Illinois.

- d. Consideration to approve Ordinance 2007-06 abating the tax hereto levied for the year 2006 to pay the Principal of and the interest on \$4,830,000 General Obligation Park Bonds (Alternate Revenue Source) Series 2002, of the Glenview Park District, Cook County, Illinois.
- e. Consideration to approve Ordinance 2007-07 abating the tax hereto levied for the year 2006 to pay the Principal of and the interest on \$6,715,000 General Obligation Park Refunding Bonds (Alternate Revenue Source) Series 2005, of the Glenview Park District, Cook County, Illinois.
- f. Consideration to approve Ordinance 2007-08 abating the tax hereto levied for the year 2006 to pay the Principal of and the interest on \$1,980,000 General Obligation Park Refunding Bonds (Alternate Revenue Source) Series 2005C, of the Glenview Park District, Cook County, Illinois.

8. Committees Reports and Recommendations

a. *Finance*

- i) John Repsholdt, the Park District's financial consultant, explained to the Board the sale of \$52,000 in General Obligation Park Refunding Bonds, Series 2007A to the Glenview State Bank. The sale was done in two phases because of tax laws with all fees being paid in the first phase.

@Commissioner Casey moved seconded by Commissioner Beck to approve Ordinance number 2007-10 and to accept the bid from Glenview State Bank for the sale of \$52,000 of General Obligation Bonds at the rate of 3.6%. Roll call vote: Ayes: Beck, Kaiser, Scholl, Casey. Nays: None. Motion carried.

- ii) Review of Categories of Park Services—Director Balling noted that at next month's Park Board meeting we will be asking for the Park Board's approval of the Categories of Park Services. These categories have been reviewed by the Board Finance Committee, the Strategic Plan Advisory Committee and the Park Board. The Director showed an outline presentation to the Board which provided a listing of the various categories and a guideline on fee structure and funding for the various operations at the Park District. Barb Cremin noted that just because a service is listed under Extra Public Services, doesn't necessarily mean it directly receives tax dollars to operate.

- iii) Review of Financial Plan—Commissioner Kaiser commented that he felt the Park District has been fiscally responsible with their finances. He said the Park District makes sure the Capital Replacement program is sufficiently funded so there are enough funds for both capital replacement and emergencies. Director Balling gave a presentation to the Board on the Financial Plan (supporting documentation filed herewith) and pointed out that the plan will provide up to \$10 million for capital projects which were approved in the Strategic Plan. He also noted that "the Park District has a good plan that is fiscally sound". The next steps are for the Board Finance

Committee to finalize and approve the Categories of Park Services and the Financial Plan and bring them to the Board for approval at the next Park Board meeting.

iv) Committee updates-none

b. ***Recreation/Museum***

- i) Park Center HVAC Improvements—Superintendent Bob Quill noted that there are some areas that need to be addressed at Park Center. There is a need for increased air conditioning for the Lakeview Room and the Splash Landings area. Other areas that need attention are the temperature in the Fitness Center, moisture on the glass in the pool area and improved air quality in the pool. We are also looking to increase our energy savings with improved lighting.

@Committee Recommendation to Approve the Design Services Contract with Great Lakes Controlled Energy Corporation for a not to exceed amount of \$53,750 for Improvements to the Park Center HVAC systems. The Roll was called: Ayes: Beck, Kaiser, Scholl, Casey. Nays: None. Motion Carried. (Copy of supporting information filed herewith.)

- ii) Dog Park Program Development—Superintendent Fred Gullen reported that the Park Services Committee has been looking into a Dog Park. He said the Park District does want to find the right location for a Dog Park in the near future and will look at the possibility to use funds from an OSLAD (Open Space Land and Development) grant. The District is considering an area inside Community Park West as the possible site which is located at 1001 Zenith Drive (west side of Milwaukee, south of Lake). Superintendent Bob Quill reported that staff has had discussions with engineering consultants JJR and Gewalt Hamilton for the planning of Community Park West II. Along with a dog park, we are also looking at improving the sports fields. Because of the deadline of May 25 to submit the OSLAD Grant approaching, we are moving quickly and will have meetings with stakeholders within the next few weeks. We hope to be able to bring a draft plan to the Board at the April Park Board meeting with the recommended plan to the Board at the May 24 meeting.

iii) Commissioner Beck noted that there are still some repairs to be done at the Heritage Center and they are underway.

- iv) Commissioner Beck also noted the Eagle Scout project being planned for spring by scout Daniel Gordon to renovate the area surrounding the dedication stone at Wagner Farm (Copy of supporting information filed herewith). A new program at Wagner Farm called 'Wagner Farm on the Road' will bring the wonderful operations of the farm to local schools. Commissioner Beck also mentioned the Midwest Museum Conference being held at both Wagner Farm and The Grove on March 7, 8, and 9 which will showcase our work to other museum staff from around the Midwest.

- v) Milwaukee Avenue Corridor Meetings—Steve Swanson, Director at The Grove reported on meetings Commissioner Beck and staff have been attending at the Village with the Tollway Authority on the improvements being proposed for the Milwaukee Avenue corridor which could impact The Grove and Community Park West. Some upgrades being discussed are: making Milwaukee Avenue five lanes in front of the Grove and possibly nine lanes at the intersections, avoiding left turns, considering retail in front of the Grove, and adding bike trails and sidewalks on both sides of Milwaukee Avenue. A meeting will be held in April for public input.

Steve also spoke about the Cicada Life History Exhibit being planned at the Grove that will highlight the 125 year emergence of the Cicada in our area. The Cicadas will be red and black in color, approximately one inch in length and will be estimated in numbers equal to 1.5million per acre compared to the green Cicadas that we see every August which number 150 per acre. We should see the first emergence of the Cicadas toward the end of May. The Grove Cicada Exhibit will run from May thru Grovefest.

- vi) Committee updates-none

c. ***Park Services Committee***

- i) John O'Connor, Executive Director of Buildings and Grounds for District #34 commented on the long-relationship between the School District and the Park District and how they will be working together on the following projects. John gave a presentation of the building and parking additions along with the movement of play areas at Glen Grove, Hoffman, and Pleasant Ridge schools. (Copy of supporting information filed herewith). The main focus of these projects was to add classroom space, eliminate traffic congestion and address safety concerns at the schools. John also noted the security upgrades, district-wide that will be taking place this summer. Director Balling thanked John for presenting at the Board meeting and also for the spirit of cooperation from the School District in reaching out to the Park District on these projects.
- ii) Superintendent Fred Gullen reported on the public input meetings for renovation projects planned for Crowley, Jennings and Indian Trail Parks. Park District staff along with President Casey attended the meetings which were also well attended by the public. Ken Wexler, Park District Park Planning and Landscape Architect is putting together a proposed playground renovation plan for the three parks that will be sent to the public who attended the meetings to get feedback and will present input to the Park Services Committee in March. Fred noted we have sent open bids for the playground equipment to eight companies to bid on a \$25,000 tot lot and 30,000 older child piece. Fred is asking the Board to pre-approve these bids now so staff can pick the piece that works best for the playgrounds and proceed.
- iii) @Committee Recommendation to approve the purchase of \$55,000 of playground equipment from any of the following pre-qualified vendors for

playground projects scheduled in calendar year 2007: NuToys Leisure Products, Recreation Concepts, Parkreation, Howard White & Associates, Let's Go Play, Park & Recreation Supply, Zenon Company, and Illinois at Play. The Roll was called: Ayes: Beck, Kaiser, Scholl, Casey. Nays: None. Motion Carried. (Copy of supporting information filed herewith.)

- iv) Fred Gullen also reported on the \$10 Field Rental Fee for all Sports Organization players who use our sports fields. This fund will go to improve the sports fields, for such things as top dressing, over seeding, aerification and compaction reduction techniques, and improved soil drainage and structure. Total enrollment was 4,405 which generated \$45,050. AYSO is the largest Sports Organization and subsequently contributed the largest amount to this fund. Commissioner Kaiser commented that this shows what a great relationship we have with our Sports Organizations.
- v) Fred Gullen spoke about updating our data on Sports Field's usage and projected future demand. We have actually added 90 acres of sports fields since the 90's. Staff is looking into this and will project what we need in the near future.
- vi) Bob Quill noted that funding has not been identified in Phase II to build more sports fields at Community Park West. Staff will be looking into grant options as well as other sources.

9. Staff Reports

Cheryl Deom reported on a meeting held with an Illinois Finance Authority (IFA) representative, Park District staff, Commissioner Scholl and a representative from The Stars to explore possible ways to fund a second sheet of ice. The IFA has already done a financial model for Romeoville and Crystal Lake to fund indoor ice rinks with not-for-profits. Cheryl noted we are in the research phase now and the IFA will be sending more information to the Park District and The Stars as it becomes available.

Cheryl told the Board about a pilot program between the Glenview Park District and the Des Plaines Park District to share amenities (ones that we don't have and ones they don't have). We would publish and promote our amenities in their Park District brochures and we would allow them to do the same.

Cheryl also handed out to the Board a new informational brochure for Glenview Park Golf Club Golfers that encapsulates everything into this one brochure that was previously sent out in individual flyers and letters. This marketing idea was the combined efforts of Ron Cassidy, Julie Baran-Reilly and Golf Club staff. The brochure was mailed out to all Golf Club members.

Barb Cremin reported on the following: The staff is in the process of putting together project plans for the recommendations from the Strategic Plan. The Park District is also starting their recruiting at local schools for Park District summer jobs. We will have specific dates that students will need to come in with their paperwork. Also, an Employees' Benefits Fair is being planned for April 18. The staff is looking at our

technology infrastructure and the need to update our servers as well as acquiring the software for a district-wide phone system to make it more customer service friendly.

Bob Quill reported that the Glenview Park Foundation meets on February 28. The committee will focus on the Firecracker Classic and 3v3 Soccerfest. The Foundation will also be looking at more funding opportunities.

Fred Gullen reported on the Village of Glenview's meeting on a bike path/sidewalk Master Plan which was taking place tonight. Ken Wexler will be attending this meeting for the Park District. The concept will be for residents to be able to get from town to the various parks.

10. Matters from Commissioners

Commissioner Beck asked about the Marketing Director's position. Barb Cremin told the Board that two candidates are being looked at and we are in the process of checking references.

Commissioner Kaiser urged the Commissioners to attend the Legislative Breakfast at the Morton Grove Park District Community Center on Saturday, March 10.

Director Balling reminded the Commissioners of the Legislative Conference in Springfield on May 1 and 2 and encouraged them to attend especially because of some proposed grant legislation for parks.

Commissioner Scholl spoke to the improvements and the benefits of outsourcing a company's hardware. He noted that his health organization is applying for a state grant to put its software on a database system and the savings is very significant. He thought the Park District could benefit from this. Commissioner Scholl will be getting more information on outsourcing of technology.

11. Correspondence As filed herewith.

12. Adjourn to Executive Session

A motion was made by Commissioner Scholl, seconded by Commissioner Beck to move to executive session pursuant to 5 ILCS 120/1 et seq. at 9:41 p.m. to discuss minutes, litigation, and land acquisition/lease. Roll Call vote: Ayes: Beck, Kaiser, Scholl, Casey. Nays: None. Motion Carried

13. Action on items that were discussed in Executive Session, if any

None

14. Adjournment

The executive session reconvened back into regular session at 10:20 p.m. and immediately adjourned.

ATTEST:

William M. Casey
Board President

Charles T. Balling
Secretary

Approved this 22nd day of March, 2007

f:\joanne capaccio\board\board meeting reg session minutes\regular meeting minutes of the glenview park district board of
commissioners-02-22-07.doc