



GLENVIEW PARK DISTRICT BOARD MEETING

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

1. Roll Call

President Casey called the meeting to order at 7:03 p.m. and the roll was called.

Commissioners present: Judy Beck, William M. Casey, Mary Jean Coulson, Douglas R. Kaiser, Ted Przybylo, Michael P. Scholl, John H. Winand

Official Staff present: Attorney Samuel W. Witwer, Jr., 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, and Grove Director Steve Swanson. Please refer to the attendance record for other visitors.

2. Moment of Silence

3. Recognition

President Bill Casey presented the Illinois Park and Recreation Association Community Service awards to Judy Hynes and Meg Shepstone for their (Play for Life Committee), fundraising efforts and dedication in getting playgrounds built at both Springman and Attea Middle Schools. Judy Hynes thanked the community for all their help and recognized John O'Connor for all his support and motivation on this project. Meg Shepstone commented on the enthusiasm that everyone had and how the community got behind them. John O'Connor praised both Judy and Meg for all their hard work and noted the playgrounds exceeded everyone's expectations.

4. Approval of the February 22, 2007 Regular Board meeting minutes

Commissioner Przybylo moved, seconded by Commissioner Scholl to approve the Regular Meeting minutes as presented. On Voice Vote, all present voted aye with Commissioners Coulson, Przybylo, and Winand abstaining.

5. 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.

- b. Treasurer
 - i) Treasurer William Moore was not present at the meeting. Commissioner Kaiser noted there were no significant changes in the financial reports for the month of February.

- c. Attorney-No Report

- d. Executive Director/Secretary

- i) **@Staff Recommendation to Approve the Intergovernmental Agreement/Memorandum of Understanding between the Village of Glenview and Glenview Park District.**

Director Balling noted he was honored to bring this to the Board for approval and pointed out some of the highlights of the Agreement. The Director also commented on the spirit of cooperation between the Village and the Park District and recognized the efforts of President Casey, Commissioner Beck, Robert Quill, Steve Swanson and Lorin Ottlinger in this effort.

Commissioner Beck moved, seconded by Commissioner Coulson to approve the Intergovernmental Agreement/Memorandum of Understanding between the Village of Glenview and Glenview Park District. Roll call vote: Ayes: Beck, Coulson, Kaiser, Przybylo, Scholl, Winand, Casey. Nays: None. Motion carried.

- ii) Director Balling asked Grove Director Steve Swanson to give the Board an update on the dedication of the Tyner Interpretive Center. Steve noted the ribbon-cutting ceremony for the Center will be on April 14, at 9:30a.m. Evelyn Tyner, who is one of the original “Save The Grove” ladies and who the center is named for will be present at the dedication ceremony. Commissioner Beck suggested a sign-up sheet be available at the center for volunteers. Director Swanson said that the Park District will continue to pursue volunteers for the Tyner Center, The Grove, and Wagner Farm. Steve also commented on the 17-year Cicada emergence that will begin towards the end of May.
 - iii) Director Balling noted the upcoming Legislative Breakfast set for April 13 at 7:30am in Highland Park. The Director encouraged the Board to attend the Breakfast since local legislators would also be attending. He noted this would be a good opportunity to learn about the legislative matters affecting Illinois park districts.

6. Matters from the Public

None

7. Accounts Payable

- a. Commissioner Przybylo moved seconded by Commissioner Winand to approve the W.W. Grainger invoices for the month of February 2007 in the amount of \$2,999.04. On Voice vote, all voted aye. Abstain: Coulson.
- b. Commissioner Coulson moved seconded by Commissioner Przybylo to approve payroll and all other accounts payable for the month of February 2007 in the amount of \$1,088,996.36. Roll Call vote: Ayes: Beck, Coulson, Kaiser, Przybylo, Scholl, Winand, Casey. Nays: None. Motion carried.

8. @ Consent Agenda

Items on the Consent Agenda were approved in one motion with a Roll Call vote. President Casey asked if there were any items on the Consent Agenda that needed to be removed or have further discussion and there were none.

Commissioner Beck moved to approve the Consent Agenda seconded by Commissioner Winand. Roll call vote: Ayes: Beck, Coulson, Kaiser, Przybylo, Scholl, Winand, Casey. Nays: None. Motion carried.

(Copy of supporting information filed herewith and explained below.)

- a. **Administrative Committee recommends consideration to approve the 2007/2008 full-time employee salary increase pool**
- b. **Administrative Committee recommends consideration to approve the 2007/2008 part-time employee salary ranges**
- c. **Administrative Committee recommends consideration to approve the 2007/2008 classified employee salary ranges**
- d. **Finance Committee recommends consideration to approve resolution # 2007-11 Designating Purposes and Distribution of Replacement Tax Funds for the Year 2007/2008:** This is a routine annual designation for the use of the replacement tax revenue. No change in the use of the funds is being recommended.
- e. **Consideration to approve Summer T-Shirt Bid Recommendation-** Staff requests approval of the T-Shirt and Uniform Bid to Fitness Wear, Sunburst Sportswear, Good Impressions, All Seasons, and Cook's Sports totaling \$22,168.77
- f. **Consideration to approve Summer Camp Bus Bid Recommendation-** Staff recommends awarding the 2007 Summer Camp Bus Bid to Olson Transportation, Inc. We have worked with Olson in the past and have found their service to be excellent.
- g. **Park Service Committee recommends consideration to approve Playground Equipment Purchases for Crowley, Jennings and Tall Trees Park Sites-** Staff recommends the purchase of the playground equipment selected as part of the

public in-put meetings for these parks as follows:

- i) NuToys Leisure Products - \$55,000
- ii) Recreation Concepts - \$30,000
- iii) Parkreation -\$25,000

- h. **Park Services committee recommendation to award the Tennis/Basketball Court Resurfacing work to the low bidder, M-C Sport System-** Staff recommends acceptance of the bid from M-C Sport System, Inc., of Franklin Park, IL in the amount of \$39,913.20. This company has frequently been the low bidder for the Park District in the past, and has done a good job on their projects. There are sufficient funds budgeted in the Capital Replacement program for this work.

9. Committees Reports and Recommendations

a. *Finance*

- i) **Committee Recommendation to approve the Categories of Park Services as presented.**

Commissioner Kaiser directed the Board to their handout. He noted the Committee's primary discussion was moving the swimming pools from Enterprise Services to Extra Public Services. Commissioner Kaiser also noted that there may be times when public funding will be used for services listed under Extra Public Services. Commissioner Beck asked where a possible Dog Park would be listed. Category for Extra Public Services was mentioned by Commission Kaiser since most dog parks charge a fee, but Commissioner Beck noted that a Committee Recommendation would ultimately decide the category it would be placed in.

The Roll was called: Ayes: Beck, Coulson, Kaiser, Przybylo, Scholl, Winand, Casey. Nays: None. Motion carried. (Copy of supporting information filed herewith.)

- ii) **Committee Recommendation to approve resolution #2007-12 for the Use of the Annual Rollover Bonds and Tax Increment Financing District Make-Whole Payments.**

Barb Cremin explained that the Park District Financial Plan was presented to the Park Board at their April meeting and this Resolution formalizes the Financial Plan and outlines where proceeds from the bonds will be allocated. Director Balling also reminded the Board that a formal presentation of the Financial Plan was given at the last Board meeting.

The Roll was called: Ayes: Beck, Coulson, Kaiser, Przybylo, Scholl, Winand, Casey. Nays: None. Motion carried. (Copy of supporting information filed herewith.)

- iii) Budget meeting

Commissioner Kaiser reminded the Board of the budget meeting on Tuesday, April 3 at 6pm. He reiterated that the verbiage in the budget is very important and the Board should read it carefully and it should help answer any questions

they may have. The Board can also contact Barb Cremin or Nicole Hopkins if they have any questions.

iv) Committee updates-none

b. ***Recreation/Museum***

i) Presentation on Farmers Market

Bob Quill summarized the request from the Glenview Women of Today group for the Park District to take over the Farmers Market. None of the local organizations contacted by the League were interested in taking over the Farmers Market. Commissioner Beck said we would be rescuing the Farmers Market for the community, but it would take some marketing. Bob also noted that the Park District would have a booth at the Market and we would probably restrict the number of 'same type' vendors. Commissioner Coulson thought the closeness to Northfield's Farmers Market might be an issue. Bob Quill said other locations could be considered if the Wagner Farm location does not work well. Commissioner Winand raised some concerns with using the Church's parking lot as well as safety issues. He felt we might want to have a one-year agreement and see how it goes. Commissioner Scholl voiced his concern with the numerous man hours that will be needed for the Market. He also agreed with having a one-year agreement. President Casey was concerned with the loud setup and the neighbor's reaction to the noise. Bob Quill said safety concerns are always a top priority for the Park District and all concerns will be addressed.

ii) **@Recreation /Museum Committee Recommendation:** Consideration to authorize the staff to operate a Farmers Market in the parking lots east of Wagner Farm for the 2007 season and to reevaluate our current agreement with the Church and develop a new written agreement.

The Roll was called: Ayes: Beck, Coulson, Kaiser, Przybylo, Scholl, Winand, Casey. Nays: None. Motion carried. (Copy of supporting information filed herewith.)

c. ***Park Services Committee***

i) March 13, 2007 Public Input meeting - review of Community Park West II Master Planning process-next meeting April 4, 7:00pm at the Park Center
Fred Gullen gave a quick summary of the March 13 public meeting. He stated that the various community groups present at the meeting were broken up into discussion groups and suggestions from these groups were given to the design consultants, 3 D Design. Staff will be meeting with 3D to go over concept designs which will be presented at the next public meeting on April 4.

Commissioner Coulson commented on the artificial soccer fields at Techny Park by the Northbrook Park District. She noted that Astro Turf last longer and long-term costs may be lower. The High School is currently putting Astro Turf on their fields.

ii) Committee update-none

10. Staff Reports

Fred Gullen commented that he recently had the privilege to be the Events Supervisor for the Niles West Regional Science Olympics Tournament and will be the Events Coordinator for the State event in April. He also noted the recent warm weather and rains have caused flooding in some of the parks but we have been able to clean them up. Fred noted the water tables have risen and we have made up for the draught we had a few summers ago.

Cheryl Deom reported preliminary meetings have occurred with Williams Architects to discuss the Glenview Ice Rink Mechanicals that are part of the Strategic Planning. Cheryl will schedule a Special Facilities Committee meeting in April to plan for this project which will take place next summer. Cheryl is hoping if the weather cooperates the Golf Courses should open on Saturday. She commented on the success so far of the Friday Fish Fry at the Café. Cheryl also noted the new Golf website is scheduled to be up and running mid-April and the front entrance signage for the golf course should be complete in about three weeks.

Director Balling told the Board that Tod Miles who was looking into financial options for funding an additional sheet of ice has left Baird Financial and that is why this has been held up a bit. However, Tod is still very interested in helping the Stars with possible funding.

Barb Cremin commented on the end of our Fiscal Year on April 30 and that the accounting staff is sending our reminders to staff on end-of-year procedures. Barb also noted that Laila Muna, our HR manager has been visiting local high schools and training students on job interviewing skills.

Bob Quill noted the process has started for opening the pools. We are currently selling pool passes and they are a little behind last year's sales. Bob also reported that reminders have gone out for the Firecracker Classic which will be held on June 15.

11. Matters from Commissioners

Commissioner Beck thanked the staff for the Commissioners' Park District logo T-shirts.

Commissioner Winand thanked everyone for the outgoing Commissioners' recognition.

Commissioner Coulson asked how the Board will be briefed on the Strategic Plan. Director Balling said he planned on six-month updates but will go over implementation plans at the May Board meeting.

12. Correspondence

Director Balling referred to an email he received from Dan Schoeneberg which complimented Todd Price and Sarah Hagye for hosting the Midwest Museum

Conference at the Wagner Farm Heritage Center which brought a lot of recognition to the Park District.

13. Adjourn to Executive Session

A motion was made by Commissioner Przybylo, seconded by Commissioner Beck to move to executive session pursuant to 5 ILCS 120/1 et seq. at 8:15 p.m. to discuss minutes, litigation, and personnel. Roll Call vote: Beck, Coulson, Kaiser, Przybylo, Scholl, Winand, Casey. Nays: None. Motion Carried

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

None

15. Adjournment

The executive session reconvened back into regular session at 10:45p.m. and immediately adjourned.

ATTEST:

William M. Casey
Board President

Charles T. Balling
Secretary

Approved this 26th day of April, 2007

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