



## **GLENVIEW PARK DISTRICT BOARD MEETING**

@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
June 28, 2007

### **1. Roll Call**

President Przybylo called the meeting to order at 7:04p.m. and the roll was called.

Commissioners present: Judy Beck, William M. Casey, Mary Jean Coulson, Angie Katsamakakis, Bob Patton, Michael P. Scholl, and Ted Przybylo.

Commissioners absent: None

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, and Recording Secretary Joanne Capaccio. No one present from the public signed the sign-in sheet.

### **2. Moment of Silence**

### **3. Approval of the May 24, 2007 Regular Board meeting and Reconvened Board meeting minutes**

Commissioner Casey moved, seconded by Commissioner Patton to approve the Minutes of the May 24, 2007 Regular Board meeting and Reconvened Board meeting minutes as presented. A Roll Call Vote was taken: Ayes: Beck, Casey, Coulson, Katsamakakis, Patton, Scholl, Przybylo. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

President Przybylo called for a motion to amend the agenda to reflect the change in order of topics and to add a topic called Presentations as presented in the revised agenda.

Commissioner Scholl moved, seconded by Commissioner Casey to approve the amended agenda as presented. Voice Vote taken. Ayes: Beck, Casey, Coulson, Katsamakakis, Patton, Scholl, Przybylo. Nays: None. Motion Carried (Copy of the amended agenda filed herewith.)

### **4. Matters from the Public**

President Przybylo reviewed audience participation procedures and asked if anyone wanted to speak to items on the agenda, they should fill out a speaker card at the back of the room and present it to the Board.

Director Balling introduced Libby Bankoff, who is the Director of Special Projects with the Wilmette League of Women Voters. Ms. Bankoff explained the concept and goals of her group's upcoming Global Warming Conference—*Our Climate Matters*. She reported that there will be a series of coordinated knowledge-based programs offered on the subject of Global Warming where pros and cons will be addressed. The Conference will be held at Park Center from October 18 through October 21, 2007. Ms. Bankoff invited the Park District to be a co-sponsor of this event. Director Balling explained three items that were important to him when discussing co-sponsorship. 1. The conference would be bi-partisan, 2. The topics would look at all sides of the global warming debate, 3. Park District rooms would be used. Director Balling recommended the Park District be a co-sponsor. President Przybylo polled the Board for any issues or concerns with this, and there were none.

## 5. Presentations

### a. Presentation on new Glenview Library

i) President Przybylo introduced Jane Berry, Assistant Director of the Glenview Library. Ms Berry introduced PSA Dewberry architect, Brian Meade, who gave a presentation on the building plans for the new Glenview Library. Others present at the meeting representing the Library were Board President Ellen Scholly and Owners' Representative, Jerry Aulisio. Mr. Meade presented a preliminary site plan and noted the new library will be taking over 3/4 of the block it is currently situated on. He also remarked that the following items have been approved so far:

- Prairie Street will be closed
- Jackman Bear Fountain will stay
- The old library will stay while new is being built
- Main access will most likely be off Washington Street (needs Village approval)
- A service patron lane off of Prairie Street will run along the building.

He noted the Village is adding one million dollars to make the building "green". Some of the items being looked at are: energy efficient windows and gable roofs, storm water management reduction, and the use of recyclable materials as well as recycling demolition material. The Village still needs to approve the parking on Prairie Street, storm water management and other items. He also remarked that interior areas are still being discussed.

### b. Presentation on Ice Center Mechanical Systems Renovation Process

i) Cheryl Deom reported that staff had met with Tom Poulos, from Williams Architect to update the mechanicals at the ice center and to plan for a possible future ice center expansion. Mr. Poulos gave a presentation on the scope of work on this project. He noted this has been a two-year process with the focus being on the existing ice center. Both a combined and a split system were evaluated with the decision to go with a split system. The benefits with a split system are as follows: operational efficiency, cost benefits, no effect on existing facility, and switch over to new system will be easy. Mr. Poulos noted that most of the work will be done next May through September, so cost

numbers may be adjusted. Director Balling noted that consultant Dennis Enberg will also be doing a review of this project to give us a “second look” on energy efficiency measures. Superintendent Deom commented that we will also be looking at energy grants that may be available for funding this project. Mr. Poulos stated his company is ready to proceed with some design work in order to get better cost numbers to present to the Board. He noted their tentative schedule as being:

- July-Oct, Schematic design,
- Nov-Dec, Bidding,
- Dec-May, Fabrication,
- May-Sept, Construction phase.

Superintendent Deom commented that staff is looking for Board’s approval to proceed with next steps in developing plans to renovate the Glenview Ice Mechanical systems.

## 6. Officers’ Reports

### a. President

- i) President Przybylo reviewed audience participation procedures and asked if anyone wanted to address the Board during the Matters from the Public agenda topic.

### b. Treasurer

- i) Treasurer Moore gave a brief summary of expenses and revenues for the month of May. Bill commented that there were five invoices greater than \$30,000: Nutoys Leisure Products, Recreation Concepts, Inc., MidAmerican Energy Company, Northern Suburban Special Recreation Association, and Blue Cross/Blue Shield. Ten CDs were purchased for a total of 9.6 million at an average rate of 5.25%.

### c. Attorney

- i) Attorney Samuel Witwer had no report

### d. Executive Director/Secretary

- i) Joint Office Space Concept

Director Balling briefed the Board on the joint office space concept with the Village of Glenview and School District #34. A possible location would be near the new Glenview Police Station and the Glenview Park District's share of the costs for phase I and II would be \$12,700. He asked the Board to consider naming two Board members to be involved on a joint committee for Phase I and II. Director Balling also commented that a study will be done on the existing Prairie Street building as well.

Commissioner Beck moved seconded by Commissioner Coulson to approve a study on the concept of joint offices between the Village of Glenview, Glenview Park District and School District 34. Voice Vote taken. Ayes: Beck, Casey, Coulson, Katsamakakis, Patton, Scholl, Przybylo. Nays: None. Motion Carried

- ii) Request to Move September Board Meeting date to September 20, 2007  
Commissioner Coulson moved seconded by Commissioner Katsamakidis to approve the request to reschedule the September Board meeting date to September 20, 2007 to allow Park Board members to attend the National Recreation and Park Association Conference if they so desire. Commissioner Casey commented that he would not be able to make the rescheduled September 20 Board meeting. Voice Vote taken. Ayes: Beck, Coulson, Katsamakidis, Patton, Scholl, Przybylo. Nays: Casey. Motion Carried

**7. Accounts Payable**

Commissioner Casey moved to approve W.W. Grainger invoices for the month of May 2007 in the amount of \$9,069.60, seconded by Commissioner Scholl. On voice vote, all voted aye. Abstain: Coulson.

Commissioner Casey moved to approve payroll and all other accounts payable for the month of May 2007 in the amount of \$2,010,335.01, seconded by Commissioner Katsamakidis. Roll call vote: Ayes: Beck, Casey, Coulson, Katsamakidis, Patton, Scholl, Przybylo. Motion carried.

**8. @ Consent Agenda**

President Przybylo asked if there were any items on the Consent Agenda that needed to be removed or have further discussion.

Commissioner Beck moved to approve the Consent Agenda as presented to the Board seconded by Commissioner Patton. Roll call vote: Ayes: Beck, Casey, Coulson, Katsamakidis, Patton, Scholl, Przybylo. Nays: None. Motion carried.  
(Copy of supporting information filed herewith and explained below.)

**a. Finance Committee Recommends Approving Ordinance 2007-19 Prevailing Wage Act**

It is a requirement that all public entities adopt a Prevailing Wage Ordinance every year in June. The Prevailing Wage Act requires that laborers, workers, mechanics employed by or on behalf of the District engaged in construction of public works to be paid not less than the general prevailing rate of hourly wages for work of a similar character on public works in the community in which the work is performed. The approved ordinance is required to be filed with the Illinois Department of Labor and Secretary of State. It is also required that the District publishes the ordinance in the newspaper prior to July 31 of each year. (This item was approved on the Consent Agenda.)

**b. Finance Committee Recommends Approving Ordinance 2007-20 Budget and Appropriations (BAO)**

The Budget and Appropriations Ordinance was presented at the public hearing which immediately preceded this Board meeting. The BAO is a legal document that sets the legal maximum that can be spent for each fund if sufficient funds were made available. As required by law, the BAO has been on display for public inspection for 30 days prior to this meeting in the Administrative Offices of the

Glenview Park District and the Notice of the Public Hearing was published in the June 21, 2007 edition of the Glenview Announcements. A copy of the ordinance is filed herewith. (This item was approved on the Consent Agenda.)

c. **Consideration to Reject the Bid from Hi-Lighter Graphics and Approve Printing Bids for 2007/2008 Brochure Series to Sheffield Press, the Lowest Responsible Bidder for \$66,400.**

On Tuesday, June 12, 2007, 1pm at the Administrative Offices of the Glenview Park District, bids were publicly opened for the 2007/2008 brochure printing. Bidders were required to use a proposal form supplied with specifications.

Our current printer, Hi-Liter Graphics of Burlington, Wisconsin, submitted the lowest bid but did not follow the bid specifications. The second lowest bid received is from Sheffield Press of Hammond, Indiana, who has printed the Glenview Park District's brochure in the past with a quality outcome. Sheffield's bid is \$1,260 under the \$67,660 budget. (This item was approved on the Consent Agenda.)

d. **Special Facilities Committee Recommends Approving 2007/2008 Annual Recommendations for Glenview Ice Center.** The Special Revenue Facilities Committee recommends approving the Glenview Ice Center Annual Recommendations as presented. (This item was approved on the Consent Agenda.)

e. **Administrative Operations and Marketing Committee Recommends Purchasing Three Copiers from IKON Office Solutions for \$38,596.** The Administrative Operations Committee recommends that the District purchase the following equipment from IKON Office Solutions using the accumulated funds in the Capital Replacement Fund:

- Ricoh MP7500 \$13,474
  - 2-Ricoh MPC4500 copiers @ \$12,561 ea
- Total purchase = \$38,596

(This item was approved on the Consent Agenda.)

9. **Committees Reports and Recommendations**

a. ***Finance***

i) End of Year Financial Results

Superintendent Barb Cremin reported on the end of the year financial reports. She commented that a favorable health insurance renewal along with strong recreational and tennis revenues, favorable banquet operations at the Café, and better expense control at the outdoor pools were all key factors which contributed to an overall successful financial year for the Park District.

ii) Committee Report-none

b. ***Buildings, Grounds and Park Services***

i) @Crowley, Jennings and Indian Ridge Playground Installation Bids  
Commissioner Patton moved seconded by Commissioner Beck to approve the Buildings, Grounds and Park Services Committee Recommendation to approve the Installation of Playground Equipment bid from Elanar Construction Co., of Glenview, IL, in the amount of \$173,165.50. Roll call vote: Ayes: Beck, Casey, Coulson, Katsamakis, Patton, Scholl, Przybylo. Nays: None. Motion carried.

ii) @Reject Forklift Replacement Bids  
Commissioner Patton moved seconded by Commissioner Beck to approve the Buildings, Grounds and Park Services Committee Recommendation to reject all the Forklift Replacement Bids as noted on the report filed herewith. Roll call vote: Ayes: Beck, Casey, Coulson, Katsamakis, Patton, Scholl, Przybylo. Nays: None. Motion carried.

Director Balling noted the recommendation to reject all bids was based on the fact that the bids were substantially over budget.

iii) Committee Report

Commissioner Patton noted that the Committee, wanting to keep flexibility in the plans for Community Park West II, has give staff direction to assess and set aside an additional 1/2 to 1 acre of space for future special recreational ideas.

Superintendent Fred Gullen reported on the following topics:

- The recent treatment of 288 Ash Trees for the prevention of the Emerald Ash Borer. The cost averaged out to \$7.00 a tree. Fred gave a summary on how Grosse Pointe Farms, Michigan has saved 100% of their trees by using this insecticide
- Glenview Youth Baseball is considering replacing all of their portable scoreboards with permanent ones and will keep the Board up-to-date on their decision
- The Committee will have future discussions to consider putting a policy in place to allow spraying of weeds at this park site after a request was made from the Indian Ridge Homeowners Association requesting dandelions be removed from Indian Ridge Park

Commissioner Beck commented on the newly created Environmental and Natural Resources Task Force with the first meeting scheduled for July 9, 4:30 pm at the Administration building.

c. ***Recreation, Museum & Swimming Pools***

i) Outdoor Pools Operations Report  
Superintendent Robert Quill reported that pool pass sales have done very well this year. Commissioner Przybylo commented how a study that was presented

when the pools were being built showed that by the third year, sales would plateau, and it looks like they may have.

ii) Milwaukee Avenue Corridor Meetings

Bob reported that he along with Commissioner Beck and Steve Swanson has attended Village meetings on the redevelopment of Milwaukee Avenue. Park District interests lie in the area between the Grove and Community Park West. Bob thinks the planning is moving forward in a positive manner.

iii) Committee Report

Superintendent Robert Quill reported on the following:

- The recent HVAC enhancements at Park Center have the system performing very well.
- There is consideration to have the D.O.G (Dog Owners of Glenview) group as a sponsored program within the Park District. The group may be interested and is consulting with their members

Director Balling commented on the quick response of Flick pool staff on Tuesday when a storm quickly rolled in. Staff was proactive, emptied the pools immediately, and got people to safety. Chuck thanked Amy Watson (Manager of Aquatic Services) and Liza Zigler (Aquatics Supervisor) for their direction. He noted that staff watch weather websites and use the Thor Guard system to monitor for storms and can react quickly to an impending severe weather situation.

d. ***Special Revenue Facilities***

i) Clean Energy Grant Awarded to Glenview Tennis

Director Balling notes a \$13,000 State of Illinois Grant was awarded to the Glenview Tennis Club to be used for new, energy efficient fixtures at the Club.

ii) @Presentation on Ice Center Mechanical Systems Renovation process

Commissioner Scholl moved seconded by Commissioner Katsamakakis to approve the Special Revenue Facilities Committee Recommendation to move forward with developing plans to renovate the Glenview Ice mechanical systems. Roll call vote: Ayes: Beck, Casey, Coulson, Katsamakakis, Patton, Scholl, Przybylo. Nays: None. Motion carried.

iii) @Lighting Retrofit Bids for Glenview Tennis Indoor Courts - \$89,992

Superintendent Cheryl Deom commented on Ro Vision Electric and how they have come highly recommended from previous job references. Director Balling thanked Cheryl along with Commissioner Beck for their efforts in securing a grant of \$13,000 for this project. Commissioner Coulson asked about the pay back on the cost, and Cheryl reported it was \$9,000 per year which would equate to a 10 year pay-back period.

Commissioner Casey moved seconded by Commissioner Beck to approve the Special Revenue Facilities Committee Recommendation to approve the Glenview Tennis Indoor Courts Lighting Retrofit Bid to Ro Vision Electric for \$89,992. Roll call vote: Ayes: Beck, Casey, Coulson, Katsamakias, Patton, Scholl, Przybylo. Nays: None. Motion carried.

iv) Committee report

Superintendent Deom reported that Board members on the Committee had requested staff to project Ice Center fees out for 3 years. That information will be put into a business plan to be presented at the August Special Revenue Facilities Committee meeting. Cheryl also commented that staff continues to look at opportunities to cross-market Park District facilities with the Glen Club. An RFP is in the process of being put out for a new vendor for the Ice Pro Shop. Cheryl reported that the LaSalle event was a huge success with over 800 tee times booked in four days at National 9. Commissioner Przybylo asked about the dead trees on the 9th hole. Superintendent Deom remarked that approximately 25 trees had died and will be replaced in the fall. Ten percent of the original cost was withheld in the event trees would need to be replaced and will cover the replacement costs.

## 10. Staff Reports

- a. Director Balling commented on how impressed he was with recent events at the Park District. He mentioned the Dairy Breakfast at Wagner Farm and how well it was attended and coordinated. He also remarked on the Glenview Theatre Guild's production of *Singin' in the Rain* and that it was as professional as any you would see in downtown Chicago and encouraged the Board to see it. Director Balling also commented on the Firecracker Classic. Even though it had a few last minute cancellations, it still did very well. He was impressed with the Glen Club and how well they accommodated the Park District. He also mentioned the 3v3 Soccerfest and how well it was coordinated between the Park Foundation, staff and event coordinator, Kathy Altonji.
- b. Superintendent Fred Gullen mentioned how much is happening at the Park District this summer with the upcoming Fourth of July celebration which is a total team effort along with the Glenview Girl's Fastpitch, Glenview Youth Baseball hardball, and Amateur Softball Association's softball tournaments which will all be taking place within the next few weeks.
- c. Superintendent Cheryl Deom acknowledged Jim Weides the Director of the Ice Center, and that he was present to answer any technical questions regarding the Ice Center mechanical project. Cheryl also gave an update on the back-lighting of letters on the Glenview Golf Club's front entrance sign and that they should be installed within a few weeks. Cheryl also thanked Treasurer Bill Moore for his volunteer efforts at the two-day Jr. Golf tournament.

- d. Superintendent Barb Cremin announced the retirement of Carol Schippman of our accounting department after 20 years with the Park District. Barb will be looking at realigning some of the functions in accounting and putting together a new job description for Carol's role. Barb also noted HR Manager Laila Muna has just completed her Master's Degree with distinction.
- e. Marketing Director Liz Gogola announced that the fall brochure will be mailed out at the end of the month and research is currently being done on updating and redesigning the Park District website. A vendor will be used to apply some new functionality such as a search engine and an online customer survey. Strategic Plan project updates will be posted on the website as well as the annual financial statements.
- f. Superintendent Bob Quill reported that LaSalle Bank will be forwarding a \$10,000 donation to the Glenview Park Foundation which will be match by the Foundation. The \$20,000 will be used for the Crowley Park project.

Bob also reported that letters from the Park Foundation have been sent out to all candidates who ran for Park Board Commissioner in the last election inviting them to join the Foundation Board.

Bob gave a brief outline of the upcoming 4th of July activities starting with the bike parade at 11am, the community parade at 11:30am, and a fly over at approximately 11:45am. The North Shore Concert Band, in its 26th year, will play at 7:15pm and fireworks should begin at approximately 9:15pm and last about 22 minutes.

#### **11. Matters from Commissioners**

- a. Commissioner Katsamakakis commented that she attended the Dairy Breakfast and the pools numerous times.
- b. Commissioner Casey commented that he has attended the Navy Planning meetings with the Village.
- c. Commissioner Beck commented on the new landscaping at the entrance of Park Center and how nice it looked.
- d. Commissioner Coulson complimented the Park District staff on their efforts in the planning of the 4th of July event and wished them the best. She also remarked on the fantastic 3v3 soccer tournament that took place recently.
- e. President Przybylo mentioned the upcoming Glenview Youth Baseball golf outing fundraiser in September and encouraged the Board to attend.

President Przybylo acknowledged an audience member who expressed his desire to meet with the Director in regards to the phone system replacement.

**12. Correspondence**

None

**13. Adjourn to Executive Session**

A motion was made by Commissioner Casey, seconded by Commissioner Beck to move to executive session pursuant to 5 ILCS 120/1 et seq. at 9:30 p.m. to discuss minutes, possible litigation, land acquisition/ lease. Roll call vote: Ayes: Beck, Casey, Coulson, Katsamakidis, Patton, Scholl, Przybylo. Nays: None. Motion carried.

The executive session reconvened back into regular session at 10:30 p.m.

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

None

**15. Adjournment**

Commissioner Casey moved to adjourn the regular session at 10:30 p.m. On Voice Vote, all voted aye.

\_\_\_\_\_  
Secretary

ATTEST:

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President

Approved this 26th day of July 2007

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