



## **GLENVIEW PARK DISTRICT BOARD MEETING**

**@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
September 20, 2007**

### **1. Roll Call**

President Ted Przybylo called the meeting to order at 7:01 p.m. and the roll was called.

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

Commissioners absent: William M. Casey

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Charles Balling, Superintendent of Special Facilities Cheryl Deom, Superintendent of Park Services Fred Gullen, Superintendent of Leisure Services Robert Quill and Recording Secretary Joanne Capaccio. Please refer to the attendance record for other visitors.

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

### **3. Approval of August 23, 2007 Regular Board meeting minutes**

Commissioner Patton moved, seconded by Commissioner Katsamakakis to approve the August 23, 2007 Regular Board meeting minutes. A Roll Call Vote was taken: Ayes: Katsamakakis, Patton, Scholl. Nays: None. Abstain: Beck, Coulson Przybylo. Motion Carried. (Copy of minutes filed herewith.)

### **4. Presentations**

#### **a. PTA Trees for Baby Steps Program**

Tammy Burke, a PTA representative, gave a brief presentation on the "Trees for Baby Steps" program. She explained that local students are selling reusable grocery bags for \$5.00 each or 5 for \$20.00. The money raised goes into an environmental fund. As an extra incentive, the classroom in each school that sells the most bags will plant a "Giving Tree" at their school. There will also be a class trophy. The Park District will be providing up to 9 trees for this program and planting them at the local schools.

#### **b. Eagle Scout candidate Michael Lynch**

Eagle Scout candidate Michael Lynch gave a report to the Board on his Eagle Scout project. Michael presented the following steps he took to create a Rain Garden at Crowley Park: Michael worked with staff at the Park District to develop a plan, he then recruited many volunteers, cleared away the overgrown buckthorn and finally dug the holes and planted the shrubs (with the help of Park

District staff). Michael's project began on September 1 and finished up on September 8.

- c. Glenview Women of Today Check Presentation  
Cheri Sloat from "Glenview Women of Today" presented the Board with a check for \$1,000. This money will go towards the Park District's Leisureship Program which helps offset program fees for needy families.

## 5. Officers' Reports

- a. President
  - i) No report.
- b. Treasurer
  - i) Treasurer Bill Moore gave a brief summary of expenses and revenues for the month of August. Bill commented that there were six invoices greater than \$30,000: MidAmerican Energy Company, Nutoys Leisure Products, Copenhagen Construction, Lenny Hoffman Excavating, Inc., Northern Suburban Special Recreation Association (second installment), and Blue Cross/Blue Shield.
- c. Attorney
  - i) No Report
- d. Secretary/Executive Director
  - i) Community Service Awards nominations  
Director Balling handed out a list of nominations for the Illinois Association of Park District's annual Community Service Award. The suggested nominees are: John Bishop (supporter of the Junior Golf program), Ralph Mueller (outgoing Senior Center President), and the Glenview Senior Club for 50 years of service. Director Balling asked the Board if there are any other suggestions to let him know.
  - ii) Park Tour  
After a polling of the Board, October 20, 2007 seemed to be the best date to have the Park Tour. (*Note: This date was later changed to Saturday, November 3, 9am-noon, leaving from the Park Center.*)
  - iii) Update on Intergovernmental Committee  
Director Balling reported that this Committee has been formed to look at the concept of joint administrative offices with the Village and the School District. A meeting with the three agencies has not been set but will be scheduled soon. The Park District is also getting numbers on what it would cost to renovate the current Park District offices. The Historical Society has contacted the Park District to let us know of perimeters for expansion of our current offices if we decided to go that route. President Przybylo and Commissioner Coulson will be attending the Intergovernmental Committee meetings.

Director Balling commented on the kick-off of the Senior Club's 50th anniversary celebration at Park Center today where over 300 Senior attended. He also mentioned the recently held IAPD Best of the Best Awards Gala where the Park District received a first place Intergovernmental Cooperation award (with the Village) and a second place Best Friend of Illinois Parks-Business Category award (with Glenview State Bank).

**6. Matters from the Public**

a. None

**7. @Consideration to approve Accounts Payable: \$2,179,248.39**

Commissioner Scholl moved seconded by Commissioner Coulson to approve all accounts payable for the month of August, 2007 in the amount of \$2,179,248.39. Roll Call Vote: Ayes: Beck, Coulson, Katsamakias, Patton, Scholl, Przybylo. Nays: None. Motion carried.

**8. Consideration to approve Consent agenda items**

President Przybylo asked the Board for a motion to approve the Consent agenda, or if anyone wanted to remove an item from the Consent Agenda. There were no requests to alter the Consent Agenda.

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

(Copy of supporting information filed herewith.)

a. Acceptance of Agreement between Glenview Park District and W.B. Olson for the Ice Center Mechanicals Pre-Construction Services

**9. Committees Reports and Recommendations**

a. *Special Revenue Facilities*

i) Timeline for Golf Course Recommendation

Superintendent Deom commented that staff is moving forward with Golf Course recommendations with Tennis Club recommendations to follow. She also noted that staff is looking for a vendor to run the operation of the Ice Center pro shop.

ii) Glenview Ice Mechanical System Renovation

Cheryl commented on the recent meeting with W.B. Olsen and their design team to discuss timing for the Ice Mechanical System renovation. Cheryl will be scheduling another meeting in early October to update the Board on the entire scope of the project, including some other options the Board has requested for the Ice Center, i.e., ceiling, lights, and lockers. Superintendent Bob Quill noted time was spent upfront in making sure the right team members were in place for this project, however, the construction schedule remains April 28- September 1. President Przybylo was concerned with the ceiling, lights and also the locker rooms not being replaced. Cheryl noted that there is capital replacement available for the ceiling and lights, but they are

not part of the bid for the Ice Mechanical System project. Staff is also trying to secure funds for renovation of the locker rooms. Commissioner Scholl reminded the Board that this project has always been looked at as a complete package with all of the renovations and alternates being included so they can work together efficiently to assure the benefit of a long life. He gave staff credit for all their time and efforts on this project.

Commissioner Katsamakis commended staff for their post storm work and for saving the Glenview Golf Course tournament by moving it to the National 9.

iii) Committee Update-none

b. **Finance**

- i) @Consideration to approve an ordinance authorizing the issuance and sale of \$8,000,000 General Obligation Park Bonds (Alternate Revenue Source) of the Glenview Park District, Cook County, Illinois. (Copy of supporting information filed herewith.)

Commissioner Katsamakis moved seconded by Commissioner Coulson to approve ORDINANCE 2007-24 authorizing the issuance and sale of \$8,000,000 General Obligation Park Bonds (Alternate Revenue Source) of the Glenview Park District, Cook County, Illinois. Roll Call Vote: Ayes: Beck, Coulson, Katsamakis, Patton, Scholl, Przybylo. Nays: None. Motion carried. (Copy of supporting information filed herewith.)

John Repsholdt from Ehlers and Associates, the Park District Financial Consultants, explained the process of the Bond sale. He noted that there were nine bids received (one was disqualified because it didn't meet the bid perimeters). The bidding went well and came close to our expectations with no changes being recommended. The interest was 3.95%. The winning bid was from Morgan Keegan & Co. Inc., Memphis, TN which bid all 4% coupons and paid a premium of \$27,000 in addition to the \$8 million. This amount ended up to be \$20,000 more than the next highest bid. John also confirmed a Moody's Rating of AA1 for the Park District which is a very strong rating reflecting the operations, wealth of programs and consistency of delivery of those programs, cooperation of staff and employees, policies for depreciation of assets and capital programs of the Park District as well as a reflection of the wealth of the community.

Proceeds from this bond sale have been earmarked for the renovation of the Glenview Ice mechanical system and the Park Services maintenance building.

- ii) Estimated Tax Levy

Park District Manager of Business Services, Nicole Hopkins, gave a brief estimate of the Tax Levy. She noted that the Truth in Taxation subtotal is \$520,000, but we can expect to receive \$261,000 of the total increase. Nicole reminded the Board that this is just an estimate. The CPI is 2.5%.

iii)Committee Update

Treasurer Moore commented on the Audit Management Letter from Park District Auditors Lauterbach & Amen, LLP. He noted that a policy change requested by the auditors and based on the Generally Accepted Accounting Principles (GAAP) will be implemented. This change will allocate the interest accrued on operational funds back to the funds and not to the Capital Replacement fund. Bill also stated the audit went very well and recognized Barb Cremin and Nicole Hopkins.

c. Environmental and Natural Resources Task Force/Buildings, Grounds and Park Services

i) Environmental Management System-Next Steps

Commissioner Beck noted that the Committee recommends moving ahead with the training on the Environmental Management System presented to the Board by Ken Barnes from the Illinois Department of Natural Resources. She also suggested inviting the Village of Glenview and the Park District Risk Management Agency (PDRMA) to this training. Commissioner Katsamakias noted that School District 34 may also be interested in attending meetings on this subject.

An Environmental and Natural Resources Task Force Committee Recommendation to move ahead with hiring Ken Barnes from the Illinois Department of Natural Resources at a fee of \$3,000 to train Park District staff on implementing an Environmental Management System. Roll call vote: Ayes: Beck, Coulson, Katsamakias, Patton, Scholl, Przybylo. Nays: None. Motion carried.

ii) Community Park West Update – no comments

iii)Update on Storm Recovery Work

Superintendent Fred Gullen reported that 2,060 hours have been allocated to Storm recovery work; 1,000 hours were in the first nine days. He noted the wage amount was around \$21,700. Tom Kolk, Park District Risk Manager is in the process of putting together a report on the losses from the storm and related costs.

iv)Committee Update-none

10. Staff Reports

- a. Administrative Intern, Jim Galeno, introduced himself to the Board and gave a brief report on his first weeks at the Park District. Jim commented he has scheduled meetings with many supervisors and managers to understand what their roles entail. Jim has also organized a tour for staff to Stingray Bay at Brookfield Zoo where he worked as the keeper for Stingray Bay. Jim's internship will continue through the end of November. Cheryl Deom noted that this is the first time in five years that the Park District has taken a college intern. Jim will be receiving college credit and will have one major research project to complete.

- b. Superintendent Cheryl Deom also commented that the new Tennis Club lights are in and patrons seemed pleased.
- c. Superintendent Robert Quill reported that warranty work at Roosevelt pool will begin next week for four days which includes sandblasting and repainting of loose pieces that have been coming off the pool. Bob also commented on the Park Foundation's meeting on Wednesday evening where reports were given on the Firecracker Classic and 3v3 Fundraisers. The Firecracker Classic netted \$29,000 and the 3v3 Soccerfest netted \$12,000. The current assets of the Foundation are \$206,000. At their next meeting, the Foundation will be looking at other projects they can take on to support the community as well as internally looking at a website design and a print brochure to present to sponsors.

Commissioner Beck asked when the farmer's will be signed up for next year's season. Bob commented they would need to sign them up by the end of the year to get the commitment from the farmers. Bob also noted that the Farmers Market went over 10,000 customers last Saturday which averages out to about 1,000 attendees each week.

#### 11. Matters from Commissioners

- a. Commissioner Patton commented that he attended the NSSRA (Northern Suburban Special Recreation Association) Golf outing representing the Park District this past week. He also noted that the Park District will be hosting this fundraiser next year.
- b. Commissioner Beck commented on the "Best of the Best Gala" she attended which was held at the Wheaton Golf Club. The Park District along with the Village and Glenview State Bank were presented awards at the Gala.
- c. Commissioner Coulson commended the staff for how they handle the storm cleanup and how all community agencies came together to help the community.
- d. Director Balling reported on an appreciation breakfast which was held for staff thanking them for their efforts in helping with the storm emergency. A School District 34 representative was present along with President Przybylo and Commissioner Beck.
- e. Commissioner Katsamakakis commented on the various Committee meetings and many Park District events she has attended in the past month. She also personally thanked the Park District Services staff for their efforts with the storm cleanup.

#### 12. Correspondence

None

#### 13. @ Adjourn to Executive Session—Pursuant to 5 ILCS 120/1 et seq. possible topics on Minutes, Litigation, Land Acquisition/Lease

A motion was made by Commissioner Beck, seconded by Commissioner Coulson to move to executive session pursuant to 5 ILCS 120/1 et seq. at 8:26 p.m. to discuss minutes, possible litigation, land acquisition/ lease. Roll Call Vote: Ayes: Beck, Coulson, Katsamakis, Patton, Scholl, Przybylo. Nays: None. Motion carried.

Commissioner Beck moved seconded by Commissioner Katsamakis to move back into Open Session at 10:05 p.m. On Voice Vote, all voted aye. Motion carried.

14. Actions on items that were discussed in Executive Session, if any  
None

15. Adjourn  
Commissioner Scholl moved seconded by Commissioner Coulson to adjourn the regular session at 10:08 p.m. On Voice Vote, all voted aye. Motion carried

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Secretary

ATTEST:

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President

Approved this 25th day of October 2007

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