



**GLENVIEW PARK DISTRICT
BOARD MEETING**

@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
January 17, 2008

1. Roll Call

President Ted Przybylo called the meeting to order at 7:00 p.m. and the roll was called.

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

Commissioner absent at Roll Call: Mary Jean Coulson (arrived at the meeting at 8:35 p.m. due to a weather related flight delay)

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. Please refer to the attendance record for other visitors.

2. Moment of Silence

3. @Approval of the December 20, 2007 Regular Board meeting minutes

Commissioner Beck moved seconded by Commissioner Katsamakakis to approve the December 20, 2007 Regular Board meeting minutes. Roll Call Vote: Ayes: Beck, Casey, Katsamakakis, Patton, Scholl, Nays: None, Abstain: Przybylo. Motion Carried. (Copy of minutes filed herewith.)

4. Presentations

No presentations were given.

5. Officers' Reports

a. President-Procedures for Public Comment

President Przybylo acknowledged that there was no public present so there wasn't a need go over the procedures for public comment.

b. Treasurer-Review of Monthly Financial Reports

Treasurer Bill Moore gave a brief summary of expenses and revenues for the month of December. Bill commented that there were four large invoices: Mid-American Energy, NSSRA (Northern Suburban Special Recreation Association), PDRMA (Park District Risk Management Agency), and Sentinel Technologies. Commissioner Casey asked if the NSSRA payment was an annual payment. Treasurer Moore clarified that it was a semi-annual payment.

c. **Attorney**

No Report

d. **Secretary/Executive Director**

- i) @Consideration to approve 2008/09 Park Board meeting dates

Commissioner Scholl moved seconded by Commissioner Patton to approve the 2008/2009 Park Board meeting dates. Roll Call Vote: Ayes: Beck, Casey, Katsamakos, Patton, Scholl, Przybylo, Nays: None. Motion Carried. (Copy of supporting information filed herewith.)

- ii) Annual TIF District Core Jurisdiction Business Meeting Update

Director Chuck Balling commented that he attended this meeting on behalf of the Park District. The projected contribution to the Park District is \$1,121,000 in 2008. Chuck noted that a demographics study showed that the 4-5 year old age range is increasing and that this is good for our pre-school programs. We are still looking at the TIF to end in 2018.

- iii) Joint Office Update

Director Chuck Balling gave a tentative date for the next meeting of February 7. Staff has been doing a space reduction exercise and they have been able to get the cost down to approximately \$3.5 million from what was originally close to \$5 million. Chuck then asked the Board for questions they would like him to bring to the next joint meeting. President Przybylo noted the original study showed that 12,000 square feet was adequate and asked if the space reduction allowed for future growth or expansion. Bob Quill said the Committee has looked at that and it should be fine because there is additional shared space for the Park District to use along with meeting rooms available at the Police Department and eventually at the new Library. Bob also noted one million dollars is available for green initiatives for the new building.

Commissioner Judy Beck asked staff to look into grants for funding and the possibility of laptop computers for staff which would allow working from home and lessen the need for more building space. Commissioner Bill Casey asked about the house on Roosevelt and if that could be used as office space for Park Services staff. Director Balling said that concept has been discussed and is still being considered if the Chamber of Commerce were to vacate the building. President Przybylo asked that other and more current alternates be brought to the Board as well. Director Balling summed up the following topics the Board would like brought to the next joint meeting with the Village and School District: financing, operations, cleaning service contracts, how green will the building be and related costs, as well as the option to rent or own.

- iv) Chuck also commented on his meeting this past week with Larry Debb who is the developer of the Culligan parcel. Mr. Debb is looking to develop a mix of residential, retail, and commercial building on this site.

6. Matters from the Public

None

7. @Consideration to approve Accounts Payable: \$1,490,686.78

Commissioner Casey moved, seconded by Commissioner Scholl to approve all accounts payable for the month of December, 2007 in the amount of \$1,490,686.78. Roll Call Vote: Ayes: Beck, Casey, 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 first remove an item from the Consent Agenda. Commissioner Beck asked to remove item (c.) and Commissioner Casey asked to remove item (h.) from the consent agenda for further discussion.

Commissioner Patton moved seconded by Commissioner Katsamakias to approve the Consent Agenda minus item (c.) and item (h.). Roll Call Vote: Ayes: Beck, Casey, Katsamakias, Patton, Scholl, Przybylo, Nays: None. Motion Carried. (Copy of supporting information filed herewith.)

- a. **Approval of Resolution # 2008-01, Conversion of Military Credit and Repeal Resolution # 98-12.** In August, the governor signed a bill which increases the number of years of military service from 2 to 4 years that an employee can convert to IMRF service credit. In order to take advantage of this legislation, the District must adopt a new resolution. The new resolution allows an IMRF member who earned their military service before participating in IMRF or who did not return to IMRF participation within 90 days of discharge from the military to convert up to 4 years of military service to IMRF service. The District had previously passed the resolution for conversion of 2 years of military credit which needed to be repealed and a new resolution approved.
- b. **Approve Ordinance No. 2008-02. (“Caremark Parcels”).** An Ordinance to annex certain territory to the Glenview Park District, Cook County, Illinois. The territory commonly known as the Caremark Property at 2211-2215 Sanders Rd. This property was recently annexed by the Village of Glenview.
- d. **Consideration to approve 2008/2009 Grove Annual Recommendations.** Operations for The Grove remain fairly consistent for next year with the exception of fee increases for Redfield Estate rentals. Staff has researched the market and analyzed operations costs which necessitate fee increases for most rental packages.
- e. **Consideration to approve 2008/2009 Recreation/Park Center Annual Recommendations.** Annual recommendations for Park Center are split into four sections including general operations, rentals, health and fitness and Splash Landings. There are no significant changes in the general operations area. Minor fee increases were proposed for some rental spaces. These increases reflect

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market adjustments. In Health and Fitness, there are increases in membership (3%) and personal training fees (2%) to reflect market and increasing costs of operation. Splash Landings operation will have a longer shut down period for maintenance, earlier opening times on the weekends and an age restriction change for lap swimming.

- f. **Outdoor Pools Annual Recommendations (Clarification).** Season Pass Fees were not appropriately reflected in the final document approved by the Board last month. Staff neglected to reflect the fee structure recommended by the committee. (Copy of supporting information filed herewith.)
- g. **Village requested water main Easement through Cunliff Park.** This easement will allow the Village to loop the water main from Beaver Street to Arbor Street with the new connection running through Cunliff Park. The waterline would run beneath the sidewalk that runs through the park from Beaver to Arbor Streets. (The existing sidewalk would be removed and a new one installed over the new water main.)

Further discussion on item removed from Consent Agenda: Item (c.)

Commissioner Beck who requested to remove item (c.) from the consent agenda wanted to discuss the marketing potential for the Farmer's Market at Wagner Farm. She wanted the park district to consider the financial cost and potential effects on the environment and Global Warming from transporting products from non-local areas. She also noted that she doesn't feel enough people are aware of the Farmer's Market and would like some focus groups done to see what ethnic foods could be brought to the market.

Commissioner Beck moved seconded by Commissioner Katsamakakis to approve the Recreation, Museum & Swimming Pools Committee Recommendation to approve the 2008-09 Annual Recommendations for Wagner Farm. Roll Call Vote: Ayes: Beck, Casey, Katsamakakis, Patton, Scholl, Przybylo, Nays: None. Motion Carried.

Further discussion on item removed from Consent Agenda: Item (h.)

Commissioner Casey asked Barb Cremin to explain to the Board what the Capital Replacement Fund is and how it is determined. President Przybylo asked if this topic could be tabled to the next Finance Committee meeting in February. Barb noted that the Park District would need approval tonight to meet some of the state ordering deadlines and for the budgeting process. Commissioner Katsamakakis asked about items that are on the list and how long they have been on the list. Fred Gullen explained that items are put on the list based on how long an item would last. We only accumulate money 10 years before the item is due to be replaced. Not all items on the list will be replaced and that money can be used for other items. Director Balling noted that the Board setup this capital replacement fund and it has proven to be a good financial tool for the Park District.

Commissioner Casey moved seconded by Commissioner Scholl to approve the 2008/2009 Capital Replacement Fund Items. Roll Call Vote: Ayes: Beck, Casey,

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Katsamakidis, Patton, Scholl, Przybylo, Nays: None. Motion Carried.

9. Committees Reports and Recommendations

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

Commissioner Beck talked about a letter from a group of U.S. Mayors that was sent to the Village President requesting the Village and the Park District sign on to a Climate Change Agreement. Commissioner Beck felt we should wait till we went through our Environmental Management System training first before we made a decision on this.

- i) @Architectural Service Fee Proposal for the Park Services Maintenance Facility at Community Park West. Commissioner Casey wanted the Director to go over the project timeline and suggested showing the dates the Board would have input on this project. Director Balling gave a brief summary of the overall project timeline and costs. He noted that the fee was negotiated with Sente-Rubel-Bosman-Lee Architects and was negotiated down from their original request. He said once we know the costs for the Ice Mechanical project, Joint Offices, and Community Park West, we will have a better idea if we can spend the estimated 3-4 million dollars projected for the Maintenance Facility. Monthly updates will be given to the Board once they are presented at the Committee meetings. Bids for this project should go out in August.

Commissioner Patton moved seconded by Commissioner Scholl to approve the Park Services Committee Recommendation to approve the Architectural Service Fee Agreement with Sente-Rubel-Bosman-Lee (SRBL) Architects for the Park Services Maintenance Facility at Community Park West. Roll Call Vote: Ayes: Beck, Casey, Katsamakidis, Patton, Scholl, Przybylo, Nays: None. Motion Carried.

- ii) Public Hearing on January 14, 2008, 7:30 p.m. Johns Park Fieldhouse, 2101 Central Street Update. Fred Gullen reported that there was a good turnout approximately 12 residents at this meeting along with Board members and staff. About 350 letters and a survey were sent out to neighbors inviting them to the meeting and asking for their input.

- iii) Update on School Playground Projects. Fred commented that the Park District is currently working with District #34 for 2 playgrounds, one at Glen Grove and one at Pleasant Ridge and also for a playground design at Willowbrook School.

- iv) Committee Update-none

b. **Finance**

- i) There was no Finance Committee meeting last month; however President Przybylo encouraged the public and other Commissioners to attend the next Committee meeting in February.

- ii) Committee Update-none.

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

- i) @Memorandum of Understanding Between the Glenview Park District and Glenview Youth Baseball

Director Chuck Balling introduced Danny Nikitas, President of Glenview Youth Baseball (GYB) and Tim Heublein, GYB Board member. Chuck said the Park District appreciated the good collaborate effort and the \$700,000 in funding Glenview Youth Baseball has given towards the four new baseball fields at Community Park West. Chuck also thanked Bob Quill, Fred Gullen, and Sam Witwer for all their efforts finalizing the agreement between the Park District and Glenview Youth Baseball. Tim Heublein and Danny Nikitas both expressed their appreciation to the Board and staff for all their contributions toward the completion of this joint effort. President Przybylo also thanked both Tim and Danny for their contributions to the community and the Park District and for providing a quality baseball program.

Commissioner Katsamakis moved seconded by Commissioner Casey to approve the Memorandum of Understanding between the Glenview Park District and Glenview Youth Baseball. Roll Call Vote: Ayes: Beck, Casey, Katsamakis, Patton, Scholl, Przybylo, Nays: None. Motion Carried.

- ii) Committee Update-none.

10. Staff Reports

Fred Gullen commented on the recent discovery in Geneva and Hazelcrest of the Emerald Ash Borer. Fred noted that we will be moving forward with preventive treatment of the trees at the Grove. Fred also mentioned the upcoming Environmental Management System Training to be held on February 13th which will include park district staff, Board members, School District #34 and village staff. The University of Illinois will be providing the training.

Cheryl Deom gave an update on the Winter Carnival recently held at the Ice Center. She reported that 1800 kids enjoyed public skating with over 2400 people in total attendance which was more skaters than ever before. Cheryl also announced the pre-bid meeting for the Ice Center Mechanicals project will be on January 31 and a review of those bids will be done at the next Special Facilities Committee scheduled for February 19.

Barb Cremin talked about the "Fast Train" training sessions held during lunchtimes for staff. The first session was an overview of working in Microsoft Outlook and email. The next training will be on new-hire paperwork to help staff understand the various forms and processes. Barb also remarked that the facilities are getting their budgets done and they will be compiled and presented to the Board at the annual Budget meeting scheduled for April 3.

Bob Quill reported on his meeting with the DOGS group. The group gave some items for the Park District to consider. They suggested a first come first serve registration in

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place of our current policy which is a lottery. They also suggested installing lights so the park could be used past dusk. Bob said the Park District would look into the groups' suggestions. Bob also reported bids for Community Park West will go out at the end of January.

Bob also commented on the aggressive program the Park District has enacted to acquire the necessary lifeguards needed this summer. The difficulty securing guards is an area-wide issue. We are encouraging former lifeguards to sign contracts and have already received 140 positive responses which is double the number from last season. Bob also noted how busy Park Center has been recently especially on the weekends, with over 1,000 kids in basketball leagues and all the other activities that take place. Bob wanted to recognize the Air Station Prairie and Tyner Center Program and Management Policy Committee and the excellent job they are doing. Their members come from all over and include Board members, Park District staff, along with staff from local colleges, village representatives and even a member from the Field Museum.

Director Balling mentioned the upcoming IPRA/IAPD Conference being held in Chicago which he and four Commissioners will be attending along with several Park District staff members. The Senior Club and Senior Club Director will be recognized at the IAPD Annual Business Meeting for 50 years of Service to the community. Director Balling also recognized Ice Center staff Dorie Cascio and Dan Higgins for their efforts in assisting a child who recently had a diabetic low. The parents were very grateful for their help. The Director also announced that staff will be looking into the concept of producing an electronic board packet and will bring an outline for discussion to the next Board meeting.

11. Matters from Commissioners

Commissioner Angie Katsamakakis asked if the Park District had a representative at the public meetings regarding the new Chestnut property. She was concerned with a potential increase in traffic on Chestnut in front of Park Center. Director Balling acknowledged that unless the Village asks for us to attend these public meetings, we normally do not send a representative. However, Chuck noted that the Village has been keeping him up to date on these discussions.

Commissioner Bill Casey noted the area-wide concern with hiring lifeguards for the pools and wondered if the Park District Nepotism policy could be looked at and possibly updated. It was decided to bring this matter to the next Administration Committee meeting with an update to the Board at the February Board meeting.

Commissioner Mary Jean Coulson arrived at the meeting at 8:35 p.m.

Commissioner Judy Beck recommended to the Commissioners who are attending the IPRA/IAPD Conference on Friday to catch the keynote speaker Richard Louve who wrote *Last Child in the Woods* which started a movement titled *No Child Left Inside*. Judy planned a conference session on this very topic which the Director will be chairing. Judy also has three other sessions she planned at conference and encouraged all to attend.

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12. Correspondence-none

13. Adjourn

Commissioner Casey moved seconded by Commissioner Beck to adjourn the regular session at 8:40 p.m. On Voice Vote, all voted aye. Motion carried

ATTEST:

Ted M. Przybylo
Board President

Charles T. Balling
Secretary

Approved this 28th day of February, 2008

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