



## **Glenview PARK DISTRICT BOARD MEETING**

@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
June 26, 2008

### **1. Roll Call**

President Coulson called the meeting to order at 7:16 p.m. and the roll was called.

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

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 was observed**

### **3. @Approval of the May 22, 2008 Regular Board meeting and Reconvened Board meeting minutes**

Commissioner Beck moved seconded by Commissioner Katsamakakis to approve the May 22, 2008 Regular Board meeting and Reconvened Board meeting minutes. Roll Call Vote: Ayes: Beck, Casey, Katsamakakis, Patton, Przybylo, Scholl, Coulson. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

### **4. Presentation**

- a. Glenview Youth Baseball \$350,000 check presentation for CPW II four baseball fields—Danny Nitkitas and Tim Heublein presented the Park Board with a \$350,000 check to be used for the four new baseball fields at Community Park West II. Glenview Youth Baseball's total contribution towards the new fields will be \$700,000. Commissioner Przybylo thanked GYB on behalf of the Park Board, staff and community for all their cooperation during this project and for their contribution.
- b. Todd Carney-Eagle Scout Project at Sleepy Hollow— Todd Carney, a Life Scout from troop 156 at Glenview Community Church, presented his Eagle Scout project which involved planting native trees, shrubs and perennials along the bank of the river at Sleepy Hollow and the removal of garlic mustard (a non-native, invasive weed).

### **5. Officers' Reports**

#### **a. President**

President Coulson covered the procedures for the public to address the Board.

**b. Treasurer**

Treasurer Bill Moore gave a brief summary of the end of year financials and reported fund balances have increased, facilities have operated favorably compared to budget and the overall financial goals of the Park District were met. He also noted there were 8 invoices greater than \$30,000: Arena Systems, Arthur Clesen Inc., Copenhagen Construction, J. Hamilton Electric Co., Lenny Hoffman Excavating, Inc., MidAmerican Energy Co., W. B. Olson, Inc., and Blue Cross/Blue Shield.

**c. Attorney**

No Report

**d. Executive Director/Secretary**

i) Crowley Park Field House Dedication: June 28, 9a.m.— Director Chuck Balling reminded everyone of the rededication ceremony for the new Catherine W. Crowley Park and Fieldhouse scheduled for Saturday, June 28, 9am at Crowley Park, 749 Huber Lane. Crowley family members and guests have been invited. Village President Kerry Cummings and Representative Beth Coulson will be speakers at the event.

ii) Joint Administrative Facility with the Village of Glenview—Update—Director Balling reported a meeting was held on the proposed joint administrative facility with the Village on Wednesday evening and the outcome was that both agencies would like to move forward with the process for this building. Superintendent Robert Quill gave a brief summary of the space, parking, budget, and costs for the proposed building. He also displayed the two design schemes that are being considered and explained the layout of each design. Incorporating “green” practices for the new building is a priority for both the Village and the Park District. Neighbors present at the meeting suggested moving a proposed parking lot further from the existing homes and widening the berm that is proposed between the homes and the building. Bob announced that both the Village and the Park District have confirmed that the cost for this building would not affect tax payers. The next step is for an Intergovernmental Agreement to be written. Once both Boards approve this agreement, a commitment is made for the process to move forward with an occupancy date estimated for the 4th quarter of 2010. Bob remarked that public discussion and debate is very important and would be solicited. Commissioner Przybylo noted that pricing per square foot for this joint office building is 75 cents less than the new Library budget. Director Balling remarked that if this Intergovernmental Agreement does not go through, the Park District would stay at their current offices on 1930 Prairie and renovate. However, if the agreement is accepted, the Park District would relinquish its lease on its current office space at 1930 Prairie and the Village Board would determine that building’s future use.

iii) Legislative Line Item for \$10,000—Director Balling noted this grant was sponsored by Senator Ira Silverstein. The Park District will use this money to improve the entry drive at the Grove.

## 6. Matters from the Public

None.

## 7. @Consideration to approve Accounts Payable: \$2,286,178.58.

Commissioner Przybylo moved, seconded by Commissioner Patton to approve accounts payable and payroll for the month of June, 2008 in the amount of \$2,286,178.58. Roll Call Vote: Ayes: Beck, Casey, Katsamakis, Patton, Przybylo Scholl, Coulson. Nays: None. Motion Carried.

## 8. Consent Agenda

President Coulson asked for a motion to approve the Consent agenda and also asked if anyone wanted to remove an item from the Consent Agenda and have it considered at an appropriate time on the regular agenda. Commissioner Przybylo asked that item 8.b. (Budget and Appropriations Ordinance 2008-17) be removed from the Consent Agenda and approved separately.

Commissioner Przybylo moved seconded by Commissioner Beck to approve the Consent Agenda (items a-l) with noted change to item 8.h. (addition of alternates) and with the subtraction of 8.b. Roll Call Vote: Ayes: Beck, Casey, Katsamakis, Patton, Przybylo Scholl, Coulson. Nays: None. Motion Carried. (Copy of supporting information filed herewith.)

- a. Approved the Finance Committee recommendation to approve Ordinance 2008-16 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.
- b. *Finance Committee recommendation to approve Ordinance 2008-17 Budget and Appropriations (BAO) (This item was removed from the Consent Agenda and considered for approval during a separate Board motion.)*
- c. Approved Liquidation of Personal Property Ordinance 2008-18 (outdated computer equipment). —This Ordinance provides for the disposal or sale of personal property owned by the Glenview Park District which is no longer necessary or useful to the Park District.
- d. Approved printing bids for the 2008/2009 brochure series to Paulson Printing of Elk Grove Village for \$67,500. Paulson's bid is \$16,572 under the \$84,072 budget.
- e. Approved the option to renew the printing contract with Paulson Press, Inc for a comparable term in 2009-2010 (and potentially additional cycles) by giving Paulson Press, Inc. written notice of renewal not later than May 15, 2009. If renewed, the prices quoted to the Park District by Paulson Press, Inc. in the 2008-

2009 proposal shall remain the same, except that adjusted pricing, not to exceed the year-to-year change in the CPI (Chicago Area – 2008 base year) shall govern.

- f. Approved the purchase for the Glenview Park Golf Club of (4) walking greensmowers to the low bidder Reinders, Inc., Franklin Park, IL for the amount of \$21,539.88 and approved the purchase of the riding rotary mower to the low bidder, J.W. Turf, Hampshire, IL for the amount of \$17,562.00 (with trade-in).
- g. Approved to award the carpet bid for Park Center to the low bidder Flooring Resources of Elk Grove, Illinois for \$43,856.66. The bid price is significantly under the \$90,000 available in capital replacement. The major savings results from having staff do the installation.
- h. Approved the Buildings, Grounds and Park Services Committee recommendation to award the bid for Tennis and Basketball court renovation work to the low bidder MC Sports of Franklin Park, IL for \$106,059.65 (which includes alternates) for the Rugen, West Fork and Cole Parks tennis courts and the Cole, Community Park West and Central Tot Parks basketball courts.
- i. Approved the Buildings, Grounds and Park Services Committee recommendation to award the bid for Pleasant Ridge School Playground Installation to the low bidder Green-up Landscaping Company of Plainfield, IL for \$21,101.00.
- j. Approved the Buildings, Grounds and Park Services Committee recommendation to award the bid for Willowbrook School Playground Installation to the low bidder Green-up Landscaping Company of Plainfield, IL for \$19,121.00.
- k. Approved the Buildings, Grounds and Park Services Committee recommendation to approve the purchase of playground equipment for Johns Park to the low bidders Landscape Structures for the Tot playpiece (\$40,557.00) and to Gametime for the Older Kids playpiece (\$68,799.92).
- l. Approved the Special Facilities Committee recommendation to approve the 2008/2009 annual recommendations for the Glenview Ice Center which includes an increase in the hourly prime time ice time from \$310/hour to \$320/hour, about a 3 % increase which remains competitive compared to surrounding public rinks.

Commissioner Przybylo moved seconded by Commissioner Scholl to approve the Finance Committee recommendation to approve Ordinance 2008-17 Budget and Appropriations (BAO). Roll Call Vote: Ayes: Beck, Casey, Katsamakakis, Patton, Przybylo Scholl, Coulson. Nays: None. Motion Carried.

## **9. Committees Reports and Recommendations**

- a. **Buildings, Grounds and Park Services** (*Chairs Bob Patton, Commissioners Ted Przybylo*)
  - i) Park Services Building—Fred Gullen reported that the Committee reviewed a draft memo regarding space needs for the Park Services Department. An enclosed project plan worksheet reflects proposals to move forward. A full report will be brought to the Park Board at the July meeting. Commissioner

Patton noted that Commissioner Beck's concerns to add "green" elements to the proposed new Maintenance Garage are being considered and a second mock-up of the garage along with the associated costs is being designed.

Fred also commented on a resident's request to have the exterior restrooms at the Cunliff Fieldhouse opened to the public. The Committee because of safety and security concerns for the campers during the week and for the fieldhouse renters on the weekends recommended that the current procedures to keep the exterior restrooms locked should continue. The Park District currently has eight Fieldhouses which have separate rest rooms that are open to the public. The Board determined to keep the current procedures in place due to the above mentioned safety concerns.

ii) Committee Update—None

**b. Finance (Chair Ted Przybylo, Commissioner Bob Patton)**

i) End of the Year Financial Results—Barb Cremin reported that the Financial Plan is working. The intention was to increase the Park District's reserve and operating funds, which was done. The addition of the Park Center having an exceptional year along with a favorable insurance renewal added to the positive financial results.

ii) Committee Update—None

**c. Recreation, Museum & Swimming Pools (Chair Bill Casey, Commissioner Angie Katsamakís)**

i) Approved the Recreation, Museum & Swimming Pools recommendation to approve submitting The Grove for the 2008 State of Illinois Open Space Land Acquisition Development Grant application for the Glenview Park District. The grant is proposed for The Grove's planned Redfield Estate Carriage House and Grounds improvement project. A public hearing, which preceded the Board meeting, reviewed the specific components of the proposed application for funds from the State of Illinois' 2009 OSLAD grant program.

Commissioner Casey moved to accept the Recreation, Museum & Swimming Pools Committee recommendation to approve submitting The Grove for the 2008 State of Illinois Open Space Land Acquisition Development Grant Application for the Glenview Park District. Roll Call Vote: Ayes: Beck, Casey, Katsamakís, Patton, Przybylo Scholl, Coulson. Nays: None. Motion Carried

ii) Tollway Project Schedule Change—no comments

iii) Outdoor Pools Report— Bob Quill noted pool pass sales are behind last's years mainly due to the cool spring. Some local park districts were contacted and they too are same or below in their pool pass sales from last year. Bob also commented on the special events taking place at each pool beginning in July to help promote fun at the pools. Some of those are: splash dive contests, disc jockeys, races, and plastic goldfish prizes.

- iv) Birthday Party Program Report—Bob Quill noted some changes in the party program. Since revenue was down from last year, all the facility parties are being remarketed. We will now have parties at Wagner Farm as well as the Ice Center, Park Center, and the pools.
  
- v) Farmers Market Update— Todd Price, Director at Wagner Farm, reported on the opening of the Farmer’s Market for the season. A total of 778 people attending the first day compared to 42 who attended last season’s opening day. He said new items have been added: bread, coffee, flowers, and homemade soap along with cooking demonstrations. A community booth has also been setup to support non-profit organizations. The Glenview Women of Today contributed market bags to the first 500 visitors and they are also helping as crossing guards to bring customers back across the street to visit the farm’s exhibits. Todd noted that the twenty booths, which is an increase from last year, have been laid out better this year. However, four vendors were not there on the first day. Most of the missing vendors were vegetable farmers whose crops are not available yet. Todd also commented on the School report. He noted numbers are equal to last years’ with the programs being very well received. Todd also explained that the Park District is working with School District 34’s Curriculum Director to understand how State Standards might apply to the Wagner Farm school trips. The Dairy Breakfast was also very successful with 965 attending.

vi) Committee Update

Commissioner Casey commented that the Committee received a request to move up the opening date for the new dog park and make it temporary. The Committee decided to wait mainly due to the increased costs.

Bob Quill also gave an update on summer camps. They are doing very well with over 3,000 campers and are operating successfully.

d. **Special Revenue Facilities** (*Chair Angie Katsamakis, Commissioner Michael Scholl*)

- i) Timeline update for the Glenview Ice Center renovation—Commissioner Katsamakis noted that everything is on schedule.
  
- ii) RFP process for Glenview Ice Center concessions— Cheryl Deom said the RFP for Concession Operations went out this week with four-five local businesses showing interest. The legal notice went in the paper today and the bids will be opened on July 10 with interviews to follow.
  
- iii) Committee Update—None

**10. Staff Reports**

Fred Gullen announced a total of 21 ball diamonds will be used this weekend when the Glenview Youth Baseball “Jim Christ” and the Girls Titan Fastpitch Association “Thunderbolt Classic” Tournaments take place. A total of 98 teams will participate in the Tournaments. The Parks Crew will be busy with the upkeep of the ball fields.

Cheryl Deom commented on the Gewalt Hamilton Golf Outing at the Golf Course last Wednesday which was very successful.

Barb Cremin reported that this is the second year for employee surveys. The surveys will go out to seasonal staff in August and the full-time and year round part-time staff in September. Barb also said we are expecting the first draft of financial statements from the auditors next week. Staff will go over those statements and begin to write the management discussion and analysis portions of the audit. Barb also commented that 260 households are using the "get it pass" this year and some changes have been made to improve the process.

Bob Quill commented that the Glenview Park Foundation's 3v3 Soccerfest last weekend went great with 115 teams participating and a \$15,000 profit for the Foundation. The Firecracker Classic takes place tomorrow with 145 golfers and an anticipated net profit of \$35,000. There are 45 hole sponsor with National City as the host sponsor.

Director Balling noted there were a record number of teams for the 3v3 Soccerfest and gave credit to the Parks Crew for their efforts in maintaining the fields. Also, the inclement weather was a challenge but staff helped direct people into Attea Jr. High. Director Balling also thanked the Board and Park District staff for all their support during this difficult month for him and his family with the passing of his dad.

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

Commissioner Katsamakos thanked Cheryl Deom and Ron Cassidy for hiring Mike Stone, the new pro and instructor for kids at the Glenview Golf Club. She feels he is doing a great job getting the kids interested in golf. She also commented on the new menu at the Golf Course Café and commended Food Service Manager John Hughes for the variety of new entrees.

Commissioner Scholl remarked that the Village of Golf has been invaded with the Emerald Ash Borer and the State of Illinois will be back to test more trees.

Commissioner Beck positively commented on the article in the local paper that highlighted the new Park District staff and introduced them to the community. She suggested marketing Park District activities, especially our golf packages, to others outside the local area through a charity auction website. She also commented on a Chicago Tonight program which features a Chicago Tribune reporter who does a series on the new concept of "stay vacations" which is vacationing at home. Commissioner Beck thought this venue might be a good marketing opportunity to feature the Park District and suggested staff to look into it.

Commissioner Casey while attending one of the free concerts in Jackman Park noticed patrons are unaware of where the closest restrooms are and suggested staff display a sign directing them to the restrooms in the Administration building.

Commissioner Patton thanked staff for all their hard work during this busy season. He recognized Ken Wexler, Park District Landscape Architect, who he has noticed

numerous times working in the parks on Saturdays.

President Coulson mentioned the new Friday Night events at the Golf Course. Cheryl Deom announced a Blues Band would be appearing on Friday at 7:30 pm on the patio. She encouraged all to come out and enjoy the food, music and beautiful sunset.

President Coulson asked if the Park District is involved in any way with the attempts to control the mosquito infestation. Fred Gullen said the North Shore Mosquito Abatement District takes the lead on controlling the mosquitoes in Glenview and the Park District cooperates fully with them.

**12. Correspondence**

None.

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

Commissioner Przybylo moved, seconded by Commissioner Katsamakakis to move to executive session pursuant to 5 ILCS 120/1 et seq. at 9:20 p.m. to review minutes, possible litigation, land acquisition/lease. Roll Call Vote: Ayes: Beck, Casey, Katsamakakis, Patton, Przybylo Scholl, Coulson. Nays: None. Motion Carried.

President Coulson called for a 5 minute break before beginning the executive session.

Commissioner Przybylo moved seconded by Commissioner Beck to adjourn the executive session at 10:10 p.m. and move back into open session. On Voice Vote, all present voted aye. Motion Carried.

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

None.

**15. Adjourn**

Commissioner Scholl moved seconded by Commissioner Patton to adjourn the open session at 10:10 p.m. On Voice Vote, all present voted aye. Motion Carried.

ATTEST:

---

Mary Jean Coulson  
Board President

---

Charles T. Balling  
Secretary

Approved this 24th day of July, 2008

j:\park board\2008 board reg session minutes\regular meeting minutes of the glenview park district board of commissioners-6-26-08.doc