



GLENVIEW PARK DISTRICT BOARD MEETING

@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
May 22, 2008

1. Roll Call

President Ted Przybylo 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, Angie Katsamakias, Bob Patton, Michael Scholl and Ted Przybylo

Official Staff present: 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 April 24, 2008 Regular Board meeting minutes

Commissioner Casey moved seconded by Commissioner Beck to approve the April 24, 2008 Regular Board meeting minutes. Roll Call Vote: Ayes: Beck, Casey, Coulson, Katsamakias, Patton, Przybylo, Nays: None. Abstain: Scholl. Motion Carried. (Copy of minutes filed herewith.)

4. Recognition

- a. **Glenview Stars/Chicago Stars Girls Hockey Teams**—President Przybylo presented an award plaque to the Glenview Stars/Chicago Stars Girls Hockey Teams recognizing the players by name, coaches, managers and parents for their commitment and dedication to Women's hockey. The teams were also recognized for their third place finish at the Illinois State Amateur Hockey Association of Illinois Blackhawk Cup Tournament and their championship win at the 41st Annual Brampton Canadettes Women's Hockey Tournament. Commissioner Scholl recognized the park district's association in promoting girls hockey.
- b. **Presentation of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting**—President Przybylo presented this award to Barb Cremin, who accepted on behalf of the Glenview Park District's Finance Team. This Certificate was awarded to the Glenview Park District for its Comprehensive Annual Financial Report for the Fiscal Year Ended April 30, 2007.

5. Presentations

Rain Garden Project at Flick Park— John Hoffman is a Life Scout from troop 156 and a junior at Glenbrook South High School. John showed a presentation of his rain garden project that will earn him Eagle Scout status. John described the work that was done: On April 20, approximately 100 feet was cleared, existing riprap was removed, the standing water was pumped out, small gravel stone was added, the area was seeded, an anti-erosion blanket was laid, and approximately 500 plugs (mostly wetland plants) that will grow from 3'- 12' were planted.

6. Officers' Reports

a. President

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

b. Treasurer

Bill Moore noted the year-end financials were in the process of being closed out, so there was not much to report, but he did give a summary of the six large purchases during the month: E-Z-Go Textron, Illinois Shotokan Karate, MidAmerican Energy Co, W.B. Olson, Inc., Payline West, Inc., and Blue Cross Blue Shield.

c. Attorney

No Report

d. Executive Director/Secretary

- i) Director Balling pointed out the Annual Planning calendar which outlines important tasks, filings, and legal requirements the Park District must address throughout the fiscal year along with tentative dates for Committee meetings.
- ii) Ice Center Renovation Update—Director Balling reported that the old floor and piping have been removed and some of the concrete work has been started. Superintendent Cheryl Deom noted that the “single pour” of concrete, which is required for an ice rink, will not take place until mid-June but all other work is on schedule. Cheryl also reported that no perma frost was found under the floor, which is good news.
- iii) CPW II Ground Breaking and Project Update—Director Balling reported that the groundbreaking on May 10th went very well and the project is moving forward. Superintendent Fred Gullen said the site preparation was done quickly and mass grading is now taking place.
- iv) Annual Attendance and Registration Report—Director Balling noted the Board will receive this report once a year which shows successes at Park District facilities, parks and programs. He noted this report was for FY 2006/2007 and will soon bring the 2007/2008 numbers to the Board for comparison. Superintendent Bob Quill pointed out that these numbers do not reflect the additional numbers of people who visit our parks on a regular basis or the number of participants in the sport programs that the Park District supports.

The Director also noted that the Grove has received a Grant for \$58,000 and credited Steve Swanson for his efforts on this. This grant will go towards trails and signage at the Grove. Commissioner Michael Scholl asked about other grants the Park District has been awarded but has not yet received. Director Balling said that information would be gathered and reported to the Board.

Crowley Park Fieldhouse

The Director reported that the Crowley family was not able to determine a date for the rededication ceremony, so staff has decided on Saturday, June 28 for this event.

- v) Air Station Prairie Update—Director Balling reported that Superintendent Quill recently gave a report to the Village Board on the Tyner Center’s first year. Superintendent Quill noted that the paperwork to finalize the transfer from the Village to the Park District is being worked on and should be completed soon.

7. Matters from the Public

President Przybylo invited Monica Israel to address the Board on her concern regarding one of the 4th of July Parade Floats—Ms. Israel stated her name and her address as 924 Huber Lane, Glenview. Ms. Israel noted that she would not help sponsor the parade because she is offended by the anti-abortion float. She feels political issues have no place in a family event. She also thought floats were required to be from Glenview, which she believes this one is not. She would like the Park Board to discuss this matter with the float sponsors. If permitted to be in the parade, she would like the Board to consider her request to limit the ‘pro life’ signage and not permit children to ride on the float. President Przybylo told Ms. Israel that the Park Board would give this matter careful consideration. Commissioner Beck noted that floats do not need to originate from Glenview and that many come from outside the Village.

8. @Consideration to approve Accounts Payable: \$1,743,486.12.

Commissioner Casey moved, seconded by Commissioner Patton to approve accounts payable and payroll for the month of April, 2008 in the amount of \$1,743,486.12. Roll Call Vote: Ayes: Beck, Casey, Coulson, Katsamakakis, Patton, Scholl, Przybylo, Nays: None. Motion Carried.

9. Consent Agenda

Items will be approved in one motion with a Roll Call vote. At the meeting, the president will ask if anyone wants to remove an item from the Consent Agenda and have it considered at the appropriate point on the regular agenda.

- a. **Consideration to Approve 2008-2009 Budget and Appropriations Ordinance Timeline**—The public hearing and formal approval of the Budget and Appropriation Ordinance will take place at the June 26th Board meeting. A draft of the ordinance was made available for public inspection beginning May 26, 2008. A complete timeline of the process is filed herewith.

- b. **Consideration to approve the Budget and Appropriation Transfer Ordinance 2008-11**—This is presented annually to the Park Board and is a house keeping item.
- c. **Consideration to approve Liquidation of Personal Property Ordinance #2008-12** This is a housekeeping item. A copy of the list of fitness items sold is filed herewith.

Commissioner Coulson moved seconded by Commissioner Beck to approve the Consent Agenda as presented to the Board. Roll Call Vote: Ayes: Beck, Casey, Coulson, Katsamakakis, Patton, Scholl, Przybylo, Nays: None. Motion Carried. (Copy of supporting information filed herewith.)

10. Committees Reports and Recommendations

- a. **Administrative Operations and Marketing** (*Chair M.J. Coulson, Commissioner Michael Scholl*)
 - i) District's New Web Site—Commissioner Coulson commented that Marketing Director, Liz Gogola, provided an update and overview of the Glenview Park District's redesigned web site to the Committee. The new design provides easier navigation for users, has an updated design and more features including a search function, on-line survey, and on-line subscription to the park district's e-newsletters. The Director noted that the new website will be launched in July.
 - ii) Park District Branding Strategy—The Committee was also updated on the progress to meet Strategic Plan Initiative (9.1) which is to develop a branding strategy for the district. The first step of the initiative has been completed. Resident focus groups were conducted to identify the benefits, attributes and effective positioning statements that can be incorporated into the district's marketing communications campaigns and programs. Director Balling noted that three focus groups were conducted with an average of 7 participants in each. He commented that the residents were very appreciative of the Park District seeking their input.
 - iii) Committee Update-None
- b. **Buildings, Grounds and Park Services/Environmental and Natural Resources Task Force** (*Chairs Angie Katsamakakis/Judy Beck, Commissioners M.J. Coulson/Bob Patton*)
 - i) EMS (Environmental Management System) Update—Commissioner Beck reported that the Natural Resource Commission recently met with the Village of Glenview. The Commission felt the Village and Park District should partner together and share responsibility for maintaining the community's natural resources. One joint responsibility would be to develop a policy on handling invasives.
Lorin Ottlinger gave a brief update on the EMS. She remarked that the Environmental team had completed four out of five training sessions with Ken Barnes from the Illinois Department of Natural Resources. So far the team has

developed a responsibility matrix, taken ISO procedures (International Environmental Standard – ISO 14001) and fitted them to the Park District, and identified environmental aspects/impacts across the District. The team felt the EMS policy would naturally evolve during this process. Next up, the team will be focusing on the auditing process. PDRMA (Park District Risk Management Agency) will be invited to take part in the auditing process. Director Balling noted that as the Board gets updates on the Strategic Planning they will also be updated on environmental tasks.

- ii) Park Services Maintenance Building Update—Commissioner Patton remarked that the Committee looked at draft drawings for the proposed building at Community Park West, but will be refining them and bringing a formal presentation to the Board within the next couple of months. Superintendent Fred Gullen expressed his desire to update the new Committee members on the project.

11. Staff Reports

Cheryl Deom commented on the following: the Bank of America “free green fees” was doing quite well with 211 rounds on Wednesday and 225 as of today. Glenview Golf Club hosted the Glenview Lions Club where they had back-to-back holes-in-one on the 17th green; and the new Gazebo Grill at the Golf Course that opened on Mothers Day and is now opened on the weekends is enjoying a good response.

Bob Quill reported pool pass sales so far have reflected the cold spring. However, he noted that aggressive marketing is underway and staff is calling residents to promote the passes and to see if they intend to purchase. Responses have broken down as follows: over 70% intend to buy, 15% will not buy (kids are too old), and the rest are undecided. Promotional flyers have been sent to swim participants and schools. Extra staff will be on hand at Roosevelt Pool this weekend to help with the sales of pool passes. Bob also commented on the following: staff training is in full swing for camps, pools, and recreation; two grants are pending: \$50,000 for Wagner Farm and \$10,000 for the Grove that we hope to receive soon and, the planning for the Firecracker Classic Golf event and 3v3 Soccerfest is going very well. Bob also welcomed Kathy Altonji to the Park District. As of Tuesday Kathy will be working 20 hours a week as the Park District’s Volunteer Coordinator. Kathy will be meeting with managers to coordinate volunteer opportunities throughout the District.

Barb Cremin reported that the PCs are set up at Roosevelt Pool and the online applications for pool memberships are available. There were 57 online applications sent in last week. Barb also noted that there will be “volume” training for the admissions staff this year.

Fred Gullen reported that the Glenview Youth Baseball Blaze tournament will take place this weekend at Community Park West and six other ball diamonds. The tournament is for 10-14 year olds. This event has become increasingly popular with as many as 10 ball diamonds being used on Saturday. Fred also reported that when planning for Crowley Park, an application to MWRD (Metropolitan Water Reclamation District) for storm water drainage was denied. The agency would not

allow any additional water to flow into the storm sewers. To address this issue, Ken Wexler, Park District Landscape Architect, has developed an alternative solution that will allow drainage to be funneled slowly into a detention pond.

12. Matters from Commissioners

Commissioner Casey commented that the stop sign on Prairie and Lehigh will eventually be removed and had some concerns with the volume of traffic and for pedestrians who access Jackman Park to attend the Concerts in the Park and the playground.

Commissioner Katsamakos commended the Park Center staff for the great job they did at her son's birthday party. She also announced she will be graduating from Citizen's Police Academy on June 12 and recommends the course to everyone.

Commissioner Beck attended the annual League of Women Voters meeting at Wagner Farm. A member of the Farm Bureau was invited to speak on the pending Farm Bill in Congress. She and Todd Price, Director of the farm spoke about having other similar educational sessions at the farm for the public to attend.

13. Correspondence

President Przybylo passed around a letter to the Board from Sente Rubel Architects which addresses how their company is taking steps to becoming more environmentally sensitive.

14. Adjourn Sine Die – Close of 2007/2008 Fiscal Year

As President Przybylo's term as President was coming to a close, he extended his thanks to the following: the Superintendents for all they do, the managers of the Park District facilities for "making the day to day operations seem flawless" the facilities staff for the level of customer service they provide our patrons, Treasurer Bill Moore for his experience, Attorney Sam Witwer for his good advice and "having a keen eye and seeing us through", and Liz Gogola and Elizabeth Makelim for helping with his public presentations and President's Message. He also thanked Director Balling for his professionalism, leadership and vision. President Przybylo commented that one of the proudest Board accomplishments for him during the past 12 months was the development of the Environmental Task Force and the new direction it sets for the Park District. Commissioner Casey thanked President Przybylo for a good job during a hard year and for continuing to foster a relationship with the Village. Commissioner Coulson thanked President Przybylo for his dedication and the extra time and effort he put into preparing for each Board meeting. Director Balling thanked President Przybylo for his leadership, time, dedication and passion and for all he's done this past year. He also recognized his work and experience on the Finance Committee. Director Balling presented President Przybylo with some parting gifts on behalf of the Board and Park District staff.

A motion was made by Commissioner Coulson, seconded by Commissioner Scholl to adjourn sine die and close out Fiscal Year 2007/2008. Motion carried by voice vote.

ATTEST:

Mary Jean Coulson
Board President

Charles T. Balling
Secretary

Approved this 26th day of June, 2008

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