



Glenview PARK DISTRICT BOARD MEETING

@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
July 24, 2008

1. Roll Call

President Coulson called the meeting to order at 7:03 p.m. and the roll was called.

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

Commissioners absent: Judy Beck

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 FY2008-2009 Budget and Appropriations Ordinance Public Hearing minutes, 2009 OSLAD Grant Application Public Hearing minutes and the June 26, 2008 Regular Park Board meeting minutes

Commissioner Przybylo moved seconded by Commissioner Casey to approve the FY2008-2009 Budget and Appropriations Ordinance Public Hearing minutes, 2009 OSLAD Grant Application Public Hearing minutes and the June 26, 2008 Regular Park Board meeting minutes. Roll Call Vote: Ayes: Casey, Katsamakakis, Patton, Przybylo, Scholl, Coulson. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Presentation

- a. Village President Kerry Cummings to present the Deed to the Tyner Center and Air Station Prairie—Village President Kerry Cummings presented the Deed to the Park Board. This concludes the planned transfer of 32 +/- acres at the Air Station Prairie along with the Tyner Interpretive Center from the Village to the Park District. President Cummings commented that the Village felt the Park District will best carry this Center's programming forward for the community. Kent Fuller, Carol Tyner and Liz Dinsmore, all long-time supporters and advocates of the Center were also present. Mr. Fuller said the arrangement that was formed by volunteers and the Village to supply stewardship services will continue with the Park District. He also recognized the original Frog and Fern ladies who began the efforts to preserve the Prairie as well as the continued efforts of the Village and Park District.

- b. Northern Suburban Special Recreation Presentation—Tracey Crawford, the Interim Executive Director of NSSRA was not able to make the meeting.
- c. Eagle Scout Project: Improving the Woodlot Area of Peninsula Park—Bryan Lesht, a Life Scout from troop 156 at Glenview Community Church, presented his Eagle Scout project to the Board. This woodlot is located just west of the Peninsula Park Playground and east of the Techny Basin. Bryan and his volunteers introduced numerous plantings to the area in an effort to improve the plant species diversity of the existing degraded woodland area and also installed two woodchip paths through the woodlot to provide better access for the public to enjoy this natural area.
- d. Community Park West (CPW) Garage Concept Plan—Director Balling briefly summarized the history of this project. A 2007 Master Plan along with public meetings identified a need for a new maintenance building and CPW was chosen as the best location. A Strategic Planning process determined this building as the number one project for the Park District. The original proposed square footage for the building was 50,000 sq. ft. It was decided to build only 20,000 square ft. at this time and keep the existing garage on Roosevelt Road. These two buildings at opposite ends of town will better serve all areas of Glenview and the increasing growth/demands of the Park District cutting down on crew travel time as well as gas. Six million dollars was allocated in bond money for this project, with \$1,394,000 for Phase II and \$4.6 million for the Park Services building. Fred Gullen commented that this is a long-awaited project which will alleviate crowding and focus on efficiencies and an environmentally friendly green building. Director Balling noted the following proposed green building initiatives: a green planted roof, reflective concrete paving and geothermal heat pump. Ray Lee of SRBL Architects along with his staff presented two design options (Contemporary look and Rustic look) to the Board which proposed the construction of approximately 20,000 sq. ft. of building space with additional space identified for possible future expansion. President Coulson asked the Park Services Committee to look at the two design options and review their recommendation with the Park Board at the August 28 meeting.

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 expenses and revenues for the month of June. Bill commented that there were eleven CDs purchased with an average interest rate of 5.5%. There were eight large invoices: Arena Systems, Daker Corporation, J. Hamilton Electric Company, Martin Petersen Co., Inc., MidAmerican Energy Company, PDRMA, Bob Ridings, Inc., and Blue Cross Blue Shield.

c. **Attorney**

No Report

d. Executive Director/Secretary

- i) July 4th Activities Review—Director Balling expressed his pride in all of the efforts that went into the 4th of July festivities. He complimented the staff and volunteers. Both President Coulson and Commissioner Katsamakis complimented the staff on both the coordination and cleanup of the day’s festivities.

- ii) Joint Administrative Offices Update—Director Balling noted that the Village and Park District are working on an Intergovernmental Agreement for the proposed joint offices which both Boards will look to approve at their next respective Board meetings. He also reemphasized the need for new offices for each agency, and the increased operating efficiencies these offices will provide along with further fostering a cooperative relationship between the Village and Park District.

6. Matters from the Public

Glenview resident, Arpi Yazijian, 500 Hunter Road, Glenview expressed her concern for public restroom access at Cunliff Park. Her main reasons for asking for restroom access are: public convenience, sanitary issues, safety concerns, and fairness to the taxpayers for basic amenities at their parks. Commissioner Patton commented that currently only fieldhouses that have external access only to the restrooms are open to the public. The Cunliff fieldhouse has internal and external access to the restrooms which brings up safety concerns. He said staff will do an analysis of all the fieldhouse restrooms looking into safety, security, sanitary issues, Americans with Disability Act (ADA) accessibility, logistics, program scheduling, staffing, and costs. Director Balling suggested this matter be on the agenda for the October Park Services Committee to provide recommendations and proposed doing a trial program in the spring. President Coulson thanked Ms. Yazijian for attending both the Committee and Board meeting and for her input.

7. @Consideration to approve Accounts Payable: \$2,736,870.55

Commissioner Przybylo moved, seconded by Commissioner Patton to approve accounts payable and payroll for the month of July, 2008 in the amount of \$2,736,870.55. Roll Call Vote: Ayes: Katsamakis, Patton, Przybylo Scholl, Casey, 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 Casey moved seconded by Commissioner Patton to approve the Consent Agenda (items a-d) as presented. Roll Call Vote: Ayes: Patton, Przybylo, Scholl, Casey, Katsamakis, Coulson. Nays: None. Motion Carried. (Copy of supporting information filed herewith.)

- a. Approved the bid award for Glenview Tennis Club roof and gutter repairs to National Roofing Corporation, Forest Park, IL for the amount of \$138,000. This

work involves repairing the flat roofs on the north, south and center of the building as well as the replacement of the industrial gutters and the revision to the existing eaves and related work.

- b. Approved the bid award for Johns Park playground installation to Elanar Construction Company of Glenview, IL in the amount of \$63,624.20.
- c. Approved the bid award for Park paving to Meridian Construction Co., Inc. of Lake Bluff, IL in the amount of \$175,128.90 for selected bid items and approved the bid award to Jacobs & Son, Inc. of Rolling Meadows, in the amount of \$14,381 for sealcoat alternates. The paving work involves seal coating and striping parking lots as well as new concrete sidewalks to replace deteriorating asphalt walks.
- d. Approved the bid award for roofs at Sleepy Hollow and Manor Park Fieldhouses to Peterson Roofing, Inc., of Arlington Heights, IL in the amount of \$32,480.

9. Committees Reports and Recommendations

a. Buildings, Grounds and Park Services (*Chairs Bob Patton, Commissioners Ted Przybylo*)

i) @Commissioner Patton moved to accept the Buildings, Grounds and Park Services Committee recommendation to approve the conceptual plan of the new Park Services Building at Community Park West II and direct the staff and consultants to begin developing construction drawings. Roll Call Vote: Ayes: Przybylo, Casey, Katsamakakis, Patton, Coulson. Nays: Scholl. Motion Carried.

ii) Tree Donation Program—Kathy Altonji, Volunteer Coordinator for the Park District is taking steps to revitalize this program and will be looking at centralization, marketing, and researching and replacing the current tree acknowledgments. She noted recommendations have been made to control damage to the site, keep acknowledgments at the tree site, have initial costs cover replacement of future acknowledgments and to implement an annual tree dedication ceremony (first one is scheduled for September 28, 2:00-4:00p.m. at Park Center in the Lakeview Room).

iii) Committee Update—None

b. Environmental and Natural Resources Task Force (*Chair Judy Beck, Commissioner Ted Przybylo*)

i) Environmental Policy Recommendation—Commissioner Przybylo commented that the guiding principles used for crafting this policy are very important and identified them as: Do No Harm, Precautionary Principle, Design with Nature and Culture, Use a Decision Making Hierarchy of Preservation, Conservation and Regeneration, Provide Regenerative Systems as Intergenerational Equity, Support a Living Process, Use a System Thinking Approach, Use a Collaborative and Ethical Approach, and Maintain Integrity in Leadership and Research. Director Balling noted the final version of the

Environmental Policy will be brought to the Board in August for their approval.

- ii) Green Building Elements for the Community Park West Garage Recommendation—Commissioner Przybylo noted that these elements were reviewed during the presentation by Ray Lee of SRBL Architects of the Community Park West Garage Concept Plan. The Environmental Committee will be recommending that the items noted as feasible on the list be incorporated into the planning of this building and/or as alternates when this project goes out to bid.

iii) Committee Update—None

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

- i) Committee Update—Barb Cremin commented that it is still early in the fiscal year; however, the overall finances of the Park District are good and the various construction projects are all on target.

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

- i) @Approve Park Center Concession License

Commissioner Casey moved to accept the Recreation, Museum & Swimming Pools Committee recommendation to award the Park Center Concession License to Special Kid's Network in partnership with Michael's Restaurant of Highland Park and be granted a three-year lease at a fee of \$800.00 per month. *Note: Special Kid's is the not-for-profit organization which has established an entity to run the concession under the business name 'Great Potentials'.* Roll Call Vote: Ayes: Scholl, Casey, Katsamakís, Patton, Przybylo, Coulson. Nays: None. Motion Carried.

Denise Blinick, Operations Manager at Park Center, explained this unique opportunity for young adults with disabilities to be trained in the restaurant business. Michael's and a not-for-profit, Special Kid's Network, will run the café. Michael's is the purveyor of food and will not make any money from this partnership. Great Potentials is the name of the group that Special Kid's Network has chosen to run the operation of the concession. The menu is exciting and will consist of prepackaged-only items.

- ii) Committee Update—Bob Quill gave a brief summary of pool pass sales. He noted that sales are less than last year at this same time but sales for daily fees, concession, rentals and parties are at or slightly above last year's.

e. **Special Revenue Facilities (Chair Angie Katsamakís, Commissioner Michael Scholl)**

- i) @Approve the concession contract for Glenview Ice Center recommendation and contract award.

Commissioner Przybylo moved seconded by Commissioner Casey to proceed with completing negotiations for signing a contract with Elliott's Concessions, Plainfield, IL for the Glenview Ice Concession License subject to approval by the Executive Director, Park District Attorney and Special Revenue Facilities Committee. Roll Call Vote: Ayes: Casey, Katsamakakis, Patton, Przybylo Scholl, Coulson. Nays: None. Motion Carried.

Cheryl Deom explained that seven RFPs (Requests for Proposals) were sent out to food concessions operator to be considered for this operation at the Glenview Ice Center. Three were received and staff recommends going forward with negotiations to secure a contract with Elliott's of Plainfield, IL.

- ii) Committee Update—Cheryl Deom noted that a change order for the Ice Center renovations was approved by the Special Revenue Facilities Committee for additional rubber flooring replacement in the front lobby, restroom area and outside the studio rink.

10. Staff Reports

Cheryl Deom announced that staff is negotiating with Champion Detroit Red Wing's Brett Lebda to have him bring the Stanley Cup to the Glenview Ice Center on August 21. Brett skated at the Ice Center growing up. Another Glenview Ice hockey player, Brian Fahey, was just signed by the New York Rangers. With the Ice Center on track to reopen on Sept 2, Cheryl noted staff is planning for a reopening ceremony the weekend of September 6 or 13. There will be additional celebration events planned for fall. Cheryl also noted that invitations for a pool party at Flick pool on Saturday, August 9 went out in the mail to Ice Center families to welcome them back to the Glenview Ice Center.

Barb Cremin noted that an Administrative Operations Committee meeting is scheduled for Monday, July 28, 6:00 p.m. at the Administration building. The planning stages to develop an Attitude and Interest Survey for Residents will be discussed.

Bob Quill announced the following upcoming Park District events: Civil War Days at the Grove on Saturday and Sunday; Flying Feet Kids Fun Run on Saturday and the Park Center Triathlon on Sunday. Over 120 volunteers will be helping with this premier event Voted "Top 10 favorite triathlons" by Windy City Sports readers.

Director Balling previewed a picture-taking backdrop that Marketing is working on. Commissioners suggested simplifying the design and making the Park District logo more pronounced. The Director also received a thank you letter from the Northfield Food Pantry for the Park District's recent collection of donations. He announced that the voting area for the upcoming November Election will be moved to the mini gym at Park Center to allow for more room for both Election Judges and voters. He also noted that the Park District Criminal Background Checks program will be expanded to include volunteers and vendors who will be working with children. This will be reviewed by the Administrative Operations Committee with recommendations coming to the Park Board.

11. Matters from Commissioners

Commissioner Katsamakias attended some of the Spectacular Pool Fun (SPF) outdoor pool events and felt they were very well received and appreciated by patrons.

Commissioner Przybylo recently attended the Farmer’s Market at Wagner Farm and commented on the fresh products available.

President Coulson commented on the 4th of July festivities and noted staff did a “stellar” job.

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 Scholl to move to executive session pursuant to 5 ILCS 120/1 et seq. at 9:05 p.m. to review minutes, possible litigation, land acquisition/lease. Roll Call Vote: Ayes: Katsamakias, Patton, Przybylo, Scholl, Casey, Coulson. Nays: None. Motion Carried.

President Coulson called for a 10 minute break before beginning the executive session.

Commissioner Scholl moved seconded by Commissioner Przybylo to adjourn the executive session at 9:45 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 Przybylo to adjourn the open session at 9:45 p.m. On Voice Vote, all present voted aye. Motion Carried.

ATTEST:

Mary Jean Coulson
Board President

Charles T. Balling
Secretary

Approved this 28th day of August, 2008

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