



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
May 28, 2009

1. Roll Call

President Mary Jean Coulson called the meeting to order at 7:15 p.m. and the roll was called.

Commissioners present: Judy Beck, William 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. A Moment of Silence was observed

Director Balling noted the passing of Mike Williams, CEO and founder of Williams Architects, Carol Stream, IL. Many Board members and staff knew Mike through the many projects his firm worked on for the Park District. Park Center was one that Mike was most proud of. Director Balling asked that he be remembered during this moment of silence.

3. @Approval of the April 23, 2009 Regular Park Board meeting minutes

Commissioner Katsamakakis moved seconded by Commissioner Patton to approve the April 23, 2009 Regular Park 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. Holden Vick's Eagle Scout Project: Planting of 300 trees at Community Park West

Life Scout, Holden Vick, from St. David's Troop 32, presented the project he completed at Community Park West (CPW). Holden and his 24 volunteer friends planted 300 trees at CPW. The trees will act as a sound barrier for noise from the tollway, prevent erosion on the berm and help to further beautify the area.

- b. Leisure Vision: Interest & Attitude Survey

Ron Vine, a consultant from Leisure Vision presented the results of the Interest & Attitude Survey which was mailed to a random sample of 3,000 households throughout the Glenview Park District. The goal was to obtain a total of at least 600 completed surveys from Glenview Park District residents. This goal was far exceeded, with a total of 693 surveys having been completed. The results of the

random sample of 693 households have a 95% level of confidence with a precision of at least +/-3.8%. The highest priority for facilities was given to walking and biking trails, outdoor swimming pools, water parks and indoor running/walking tracks. The number one priority for programs was adult fitness. Comparison benchmarks of other Park Districts nationally, state and locally were also presented. Results show that the Glenview Park District is a well-balanced, diverse system and exceeds benchmarks in all categories. Director Balling was pleased with the results overall and noted the survey will be one of many tools used to determine recommendations for the 2010-2013 Strategic Plan (Copy of the Executive Summary of the survey findings filed herewith).

5. Recognition of the Cook County Official Certificate of Results for the April 7, 2009 Consolidated Election

Joanne Capaccio, a designated election official for the Glenview Park District read the official vote counts for the April 7, 2009 Consolidated Election. All three incumbent Commissioners were reelected for six-year terms.

Glenview Park District Commissioner - 6yr.

3 Candidates - Vote for 3

Precincts Counted: 58 of 58 (100.00%)

Candidates	Votes	%
William M. Casey (NP)	2,817	32.79%
Mary Jean Coulson (NP)	2,965	34.51%
Ted M. Przybylo (NP)	2,809	32.70%

6. Administer Oath of Office

Vice President Judy Beck administered the Oath of Office for Park District Commissioner to Mary Jean Coulson, William Casey, and Ted Przybylo.

7. Officers' Reports

a. President

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

b. Treasurer

Treasurer Bill Moore noted that the Park District was in the process of closing out the fiscal year; therefore, financial reports for April were not summarized.

c. Attorney

No Report

d. Executive Director/Secretary

i) Annual Planning Calendar

Director Balling referred to the Annual Planning Calendar for fiscal year 2009/2010 which outlines important tasks, filings, and legal requirements the Park Board must address throughout the fiscal year along with tentative dates for Committee meetings.

ii) June 6, 2009, 9:00 a.m. Perk Center Grand Opening/Open House

Director Balling noted the upcoming Grand Opening on June 6 and recognized the founders Jacob Metrick and his mother Gail. Jacob is a senior at Glenbrook South High School and it was his idea for the Perk Center. Director Balling also recognized Park District staff Bob Quill, Jason Herbster, and Denise Blinick who helped with the implementation of the Café.

- iii) June 27, 2009, 9:00 a.m. Dog Park Grand Opening at Community Park West and Park Tour immediately following
Kathleen McInnis, Park Center Fitness Director, is coordinating the Dog Park Grand Opening and gave a brief outline of the day's activities. She noted there will be key-note speakers, a leash cutting ceremony, music, dog-related vendors, dog safety/training sessions, and a pooch parade. The event is open to Dog Park members from 9:00 a.m.-10:00 a.m. and to the general public from 10:00 a.m.-1:30 p.m. Current membership is at 300 and applications for membership will be available at the grand opening.

With Kathleen present, Commissioner Casey recognized the Fitness Center's continuing progress and thanked Kathleen for all her hard work. Current Fitness membership is at an all-time high of 3,800.

Director Balling announced that the proposed State of Illinois Capital Budget includes \$150 million dollars allocated for parks and recreation infrastructure.

8. Matters from the Public

None

9. @Consideration to approve Accounts Payable: \$1,332,576.35.

Commissioner Przybylo moved seconded by Commissioner Patton to approve accounts payable and payroll for the month of April, 2009 in the amount of \$1,332,576.35. Roll Call Vote: Ayes: Casey, Katsamakis, Patton, Przybylo, Scholl, Beck, Coulson. Nays: None. Motion Carried.

10. @Consideration to approve Consent Agenda items

President Coulson asked if there was a motion to approve the items on the Consent Agenda.

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

- a. Approved the 2009-2010 Budget and Appropriations Ordinance Timeline
The public hearing and formal approval of the Budget and Appropriation Ordinance will take place at the June 25th Board meeting. A draft of the ordinance will be available for public inspection beginning May 22, 2009.
- b. Approved Budget and Appropriation Transfer Ordinance 2009-10
This is presented annually to the Park Board and is a house keeping item.

- c. Approved Liquidation of Personal Property Ordinance 2009-11
 This is a house keeping item to sell unneeded assets. 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. Commissioner Casey asked for staff to look into alternative means of selling surplus property. Superintendent Barb Cremin reported that e-Bay and other selling tools as well as current methods of trade-ins are all currently being looked at for disposing of surplus property.
- d. Approve the utility tractor bid from J.W. Turf in the amount of \$18,160
 The low bid of \$17,828 from Burriss Equipment did not meet specs.

	*J.W. TURF Hampshire, IL	BURRIS EQUIP. Waukegan, IL
One (1) Tractor	\$20,410.00	\$19,828.00
Less trade-in 1985 Ford 2110	\$(1,500.00)	\$(2,000.00)
NET:	\$ 18,910.00	
Less \$750 for fall tractor lease:	(750.00)	
TOTAL:	\$ 18,160.00 *	\$17,828.00

- e. Approved the testing service for Community Park West II be awarded to OZ Engineering of Wheaton, Illinois in the amount of \$24,246.00.
 On behalf of the Glenview Park District, the AT Group, Inc. solicited proposals from three professional material testing service organizations. The respondent firms have worked successfully with either their office or the Park District directly. The proposed estimated costs for the work are summarized as follows:
- | | |
|-----------------------|--------------|
| OZ Engineering | \$ 24,246.00 |
| H.H. Holmes Testing | \$ 35,513.33 |
| AE COM (formerly STS) | \$ 58,880.68 |
- f. Approved the seasonal landscape maintenance contract bid to ILT Vignocchi, Inc. of Wauconda, IL in the amount of \$93,638
 With the completion of Community Park West Phase II (CPW II), it was decided not to add additional full or part-time staff but rather contract out some of our park maintenance work. The mowing, litter removal, shrub bed & flower bed maintenance at 15 sites are included in the bid. The employee labor previously deployed to these sites will be used to maintain CPW II. Fred Gullen explained that these sites are east of Shermer road and would cut down on travel time for employees stationed at the new garage at CPW II. This process will be evaluated on a yearly basis. Commissioner Scholl suggested public awareness of non-park district employees maintaining these sites be addressed to alleviate any resident's concerns.

11. Committees Reports and Recommendations

- a. **Administrative Operations and Marketing (Chair Michael Scholl, Commissioner Judy Beck)**
 - i) Committee Update
Commissioner Beck noted that the Committee is still looking at the appearance aspects of our outdoor signs and recommendations will come to the Board for review next month.

- b. **Environmental and Natural Resources (Chair Judy Beck, Commissioner Ted Przybylo)**
 - i) Cole Park Drainage Improvements – Change order to Village’s Storm Water Work on Kenilworth Lane (*see 11.c.i*)

 - ii) Committee Update
None

- c. **Buildings, Grounds, and Park Services (Chair Bob Patton, Commissioner Ted Przybylo)**
 - i) Cole Park Drainage Improvements change order to Village’s Storm Water work on Kenilworth Lane (*note: this item was listed on the agenda under the Environmental and Natural Resources Committee in error.*)
Drainage has been a big issue for the entire neighborhood around Cole Park and the Village of Glenview has been implementing a multi-year storm sewer installation project in that area. With the Village planning to install a storm sewer under Kenilworth Lane adjacent to Cole Park in 2009, this change order will tie the existing Cole Park Drainage system into the new storm sewer when it is installed.

Commissioner Przybylo moved to approve the Buildings, Grounds, and Park Services Committee recommendation to approve a change order to the Village of Glenview’s contract with DiMeo Bro., Inc. in the amount of \$ 34,149 for the installation of storm sewer improvements in Cole Park. Roll Call Vote: Ayes: Patton, Przybylo, Scholl, Beck, Casey, Katsamakis, Coulson. Nays: None. Motion Carried

 - ii) Committee Update
None

- d. **Finance (Chair Ted Przybylo, Commissioner Bob Patton)**
 - i) Committee Update
Barb Cremin noted the close out of the fiscal year and that the Budget and Appropriations Ordinance will come before the Board at the June 25th meeting.

- e. **Recreation, Museum & Swimming Pools (Chair Bill Casey, Commissioner Angie Katsamakis)**
 - i) Recommended 2010 State of Illinois OSLAD (Open Space Land Acquisition Development) Grant Application for The Grove

Staff met with its grant consultant and determined that the project currently in planning at The Grove was the best candidate for an OSLAD grant in 2010. The Redfield Estate Carriage House addition will also include certain site improvements, including public, accessible bathrooms, an open air shelter, interpretive gardens, a wetland overlook, fire pit and reforestation of upland areas. The District will be seeking \$200,000 in matching funds for this project.

Commissioner Casey moved seconded by Commissioner Katsamakakis to approve submitting The Grove for the 2010 State of Illinois Open Space Land Acquisition Development Grant Application for the Glenview Park District. Roll Call Vote: Ayes: Przybylo, Scholl, Beck, Casey, Katsamakakis, Patton, Coulson. Nays: None. Motion Carried

ii) Fitness Center Equipment Purchase

The treadmill/upright bike bid took place on Thursday, April 30th at 11:00 a.m. Certain specifications were required for the equipment. Seven companies submitted bids. Five companies submitted complete bids and two companies submitted partial bids.

Commissioner Katsamakakis moved seconded by Commissioner Casey to approve the Fitness Center equipment purchase bid to two of the seven companies that submitted bids on April 30, 2009 and met the specification requirements:

--Life Fitness manufactured by Fitness Equipment located in Schiller Park, IL for a total of nine 95TA treadmills and a total of two - 95CA upright bikes for \$40,323, and

--MSI Fitness (Midwest Services & Installations) manufactured by StarTrac Fitness located in Crest Hill, IL for a total of five E-TRxe treadmills for \$31,920.

Roll Call Vote: Ayes: Scholl, Beck, Casey, Katsamakakis, Patton, Przybylo, Coulson. Nays: None. Motion Carried

iii) Committee Update

None

12. Staff Reports

Superintendent of Park Services, Fred Gullen, mentioned the successful Blaze Baseball Tournament that took place this past weekend at various fields around Glenview. The Park District received commendations from the organizers for all the support the Park District provided with field preparation and coordination. Fred also noted the continuing work being done at Community Park West II and that grading has begun for the new maintenance garage.

Superintendent of Special Facilities, Cheryl Deom, reported that the Gazebo Grill project at the Glenview Park Golf Club is moving along nicely with help from various

Park District facilities staff. The opening is tentative for July 4th. She also noted the Glenview Ice Center Survey will be going out next week to hockey and figure skating patrons and ice center users to receive their feedback. The annual Ice Center shutdown included work done on some renovations from last summer, correcting of some dasher boards issues and replacing of a few oil compressor pumps on the main compressor. Cheryl also introduced Brian O'Connor, a new intern from the University of Illinois who will be working on many projects this summer, one being the College Softball Leagues at Community Park West.

Superintendent of Administrative Operations, Barb Cremin, commented that the process to get the many new employees hired for the summer into the system is underway along with the corresponding training. She also noted some changes have been implemented to the "Get It" pass which will make it easier to determine what monetary amount is left on patron's passes. Also, new phones and equipment are being installed at Community Park West for the move of Fred Gullen and Ken Wexler to work onsite along with getting the dog park gate operational for members to access.

Superintendent of Leisure Services, Robert Quill, reported that the new Flex Camp is doing very well with some younger groups now on a waiting list. So far a total of 2,300 are enrolled in camps and clinics. The number of outdoor pool passes sold is 5,881 which is ahead of last year at this time due to the increased discount; however, our goal is to sell 8,000-8,500. Bob also noted the Glenview Park Foundation's Fire Cracker Classic Golf outing fundraiser is scheduled for June 19 and extended invitations to those who have not yet signed up. Commissioner Katsamakis suggested looking into reasons why senior purchases of outdoor pool passes are low as well as the low gym rentals. Bob explained that rentals, in general, at all facilities have decreased most likely due to the current economic conditions.

13. Matters from Commissioners

Commissioner Katsamakis attended the Glenview Ice Center show and was very impressed by the turnout and performances. She also praised staff for the great job done on the Wagner Farm Ice Cream Fountain.

Commissioner Coulson commented on the recent Grove plant sale and the beautiful selection that was available.

14. Correspondence

Director Balling noted a correspondence he received from Chris O'Hara complimenting the staff for their support with the Blaze Baseball Tournament.

15. @Adjourn Sine Die – Close of 2008/2009 Fiscal Year

President Coulson thanked Board members, the Director, and park district staff for all their help and assistance during her 2008/2009 term as Board President. She extended her appreciation for all the time and efforts that are put into preparation of Board Committees and following up on Board questions and suggestions. She also thanked her husband Bill, who was present in the audience, for all his support over the last six years of her term as Commissioner.

A motion was made by President Coulson, seconded by Commissioner Scholl to adjourn sine die and close out Fiscal Year 2008/2009 at 8:50 p.m. Roll Call Vote: Ayes: Beck, Casey, Katsamakias, Patton, Przybylo, Scholl, Coulson, Nays: None. Motion Carried.

ATTEST:

Judy Beck
Board President

Charles T. Balling
Board Secretary

Approved this 25th day of June, 2009

j:\park board\2009 board reg session minutes\regular meeting minutes of the glenview park district board of commissioners-05-28-2009.doc