



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
May 27, 2010

1. Roll Call

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

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

Commissioners absent: None

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

3. @Approval of the April 22, 2010 Regular Board meeting minutes and the March 16, March 18, and March 23, 2010 Strategic Plan Advisory Committee meeting minutes

Commissioner Patton moved seconded by Commissioner Katsamakakis to approve the April 22, 2010 Regular Board meeting minutes and the March 16, March 18, and March 23, 2010 Strategic Plan Advisory Committee meeting minutes. Roll Call Vote: Ayes: Casey, Katsamakakis, Patton, Przybylo, Scholl, Beck, Nays: None. Abstain: Coulson. Motion Carried. (Copies of minutes filed herewith.)

4. Presentations

a. Check presentation from the Grove Heritage Association

Director Balling introduced Cheri McNish, President of The Grove Heritage Association (GHA) for the past 12 years. Cheri acknowledged a check in the amount of \$25,000.00 from the GHA that was recently presented to the Park District for the exterior restoration work, i.e., tuck pointing, chimney repair, and gutters on the Redfield House and new flower urns for the patio. She noted her appreciation for all the Park District does and allows the GHA to do and hopes this partnership will continue. President Beck thanked Cheri on behalf of the Board and acknowledged all the work Cheri and GHA has done for the Grove. Grove Director Steve Swanson noted a report will be forthcoming to the Board in the near future which will acknowledge the amount of money GHA has contributed over the years.

b. **Recognition of the IAPD/IPRA Agency Showcase Award for Outstanding Print Communication for the 2009 Grove Visitor's Guide to Julie Baran-Reilly, Elizabeth Makelim, Lorin Ottlinger, and Steve Swanson**

Director Chuck Balling recognized Park District staff members Julie Baran-Reilly, Elizabeth Makelim, Lorin Ottlinger, and Steve Swanson, with special mention to illustrator John Deom, for being awarded the 2009 IAPD/IPRA Agency Showcase Award for Outstanding Print Communication for the 2009 Grove Visitor's Guide. Chuck noted outside professionals judged this sizeable competition and the guide was considered for its special features, originality, design, content, organization and creativity. Director Swanson acknowledged the Grove Heritage Association funded much of this project. He also noted that this guide will act as the trail guide signs for The Grove. President Beck acknowledged the passion that went into this and the upcoming Kennicott project and the wonderful talent pool within the Park District. Director Swanson remarked on Julie Baran-Reilly's talent as being "top notch" in the field of Museum illustrations and Commissioner Katsamakis complimented Julie for her work on the new school brochure. Director Balling complimented all the staff that worked on the school brochure and presentations that were given to the local schools to highlight the Park District's educational programs.

c. **Recognition of Park District Risk Management Award presented to Tom Kolk, Risk Manager and the Safety Team**

Director Balling introduced Kevin Hoffman, a PDRMA representative, who recognized The Glenview Park District for being awarded a 2009 loss prevention award from PDRMA (Park District Risk Management Agency). Kevin presented a recognition plaque to Tom Kolk, Park District Risk Manager and Chairman of the Glenview Park District Safety Committee. The Park District will also receive a check for \$500.00 from PDRMA for this recognition. Tom Kolk accepted the plaque on behalf of the Park District and Safety Committee members. Kevin also recognized the Park Board, Director Balling and Park District staff for all their support and efforts. The Park District received this award for attaining an excellent level-A, which the District has maintained for the last 5 years. Director Balling noted that the Park District received its highest score of 98.4% and out of ten areas that were audited, seven received perfect scores.

d. **Presentation of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting to Barb Cremin, Nicole Hopkins and the Business Services Team**

Elliot Becker, Director of Finance at the Wheeling Park District and a representative of the GFOA, presented this award to staff members Barb Cremin and Nicole Hopkins, who accepted the award 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, 2009. This is the third year in a row the Park District has received this distinguished award. Director Balling also recognized the Finance Committee chaired by Commissioner Bob Patton and past Chair Commissioner Ted Przybylo and Park Board Treasurer, Bill Moore for all their efforts in achieving this recognition.

5. Officers' Reports

a. President

President Beck went over the procedures for the public to address the Board.

b. Treasurer

Treasurer Bill Moore reported that there were five large invoices for the month of April: Blue Cross Blue Shield Insurance, Exelon Energy Inc., Evans & Son Blacktop, Inc., Frederick Quinn Corporation, and Vermeer Midwest. Bill noted that because of the closing out of the fiscal year only preliminary financial reports were given to the Board this month. He felt the fiscal year ended financially strong.

Commissioner Przybylo commented that the AAA Bond rating the Park District recently received is really important and congratulated all who made that happen.

c. Attorney

No report

d. Executive Director/Secretary

i) Annual Planning Calendar

Director Balling noted this is a housekeeping item that outlines the Park District's various tasks, filings, and legal requirements that need to be completed during each fiscal year.

ii) 2010-13 Draft Strategic Plan

Director Balling thanked all who worked on the Strategic Plan including the Strategic Plan Advisory Committee (SPAC) and its facilitator Hank Gmitro. The SPAC provided feedback on the recommended initiatives and a draft resource manual has been prepared from that feedback. Director Balling noted that resident feedback from the Attitude and Interest Survey played a major role in the development of this Strategic Plan. It helped identify important issues and priorities facing the Park District from both internal and external sources. An action plan will be put together that will hold the Park District accountable to complete the related tasks. Director Balling noted the following projects that will be considered: Administration office renovation, National 9 clubhouse/paddle tennis, Fitness Center expansion, fieldhouse renovations, bike paths and trails, and disc golf. He also noted a resident requested the Board consider a park at La Fontaine sub division. An additional recommendation will be added to the Strategic Plan to explore a new playground in the La Fontaine subdivision in cooperation with St. Phillips Church. Superintendent Barb Cremin noted the executive summary, all issue statements, and task/timelines will be on the Park District website with an email link for residents to submit comments. The Board was asked to give their comments on the Strategic Plan to the Director and an Administrative Committee of the Whole will be scheduled for the Board to review all comments.

Superintendent Cheryl Deom gave a brief summary of what has been done so far to address Paddle Tennis, which is one of the proposed 2010-2013 Strategic Plan projects. She noted Business School interns from Robert Morris University are putting together a feasibility study which will help the Park District decide whether to add four paddle courts independently or to possibly share the costs with another agency. Staff took a tour of five local paddle tennis courts to get ideas and feedback and preliminary site planning has begun at the National 9. (Please see **Agenda Topic 6. Matters from the Public** for comments on Paddle Tennis from Glenview resident Dan Turpin).

iii) @Consideration to approve the Intergovernmental Agreement with the Des Plaines Park District

Director Balling called this cooperative agreement with the Des Plaines Park District (DPPD) for the past 3 years for facility use at resident rates for golf courses and a driving range a “win win” for both village residents. With there being no requested changes to the agreement, staff has asked for the Board to approve renewal of the agreement. The Des Plaines Park District had requested a similar agreement for use of the Glenview Park District’s Dog Park, but because of the increasing number of Glenview residents requesting membership at the Dog Park, the Director has declined the DPPD’s request at this time.

Commissioner Scholl moved seconded by Commissioner Przybylo to approve the Intergovernmental Agreement between the Des Plaines Park District and the Glenview Park District regarding cooperative facility use at resident rates for golf courses and a driving range. Roll Call Vote: Ayes: Coulson, Katsamakakis, Patton, Przybylo, Scholl, Casey, Beck, Nays: None. Motion Carried.

iv)@Consideration to approve the Intergovernmental Agreement with the Village of Glenview

The Village Trustees approved at their May 18th Board meeting the Intergovernmental Agreement between the Village of Glenview and the Glenview Park District regarding the lease/transfer of approximately 60 acres of Gallery Park located in The Glen. In addition to Glenview Park District staff and Attorney Sam Witwer, Director Balling recognized Village President Kerry Cummings, Director of Capital Projects, Don Owen, and Park Board President Judy Beck for all the team work that went into getting this agreement finalized. He noted the major benefit of this transfer is to preserve open space in the community and to integrate Gallery Park under the stewardship of the Park District. The Park District will provide active and passive uses in the park and also coordinate special events. The Village will retain ownership of the lake for storm water retention. Chuck also noted two key discussion points that were confirmed in the final agreement: the Environmentally Sensitive Areas (ESA) will basically include the lake and natural areas only and the Park District will have full authority to program the oval lawn except for organized sports programs. President Beck felt history was made tonight with this agreement and credits the Village for the

foresight they had to take this area and turn it into a great amenity for the community.

Village President Kerry Cummings thanked everyone and felt this Intergovernmental Agreement honored the community group who first developed the vision for this park. She also noted taxpayers are being served best by having the expertise of the Park District manage Gallery Park and the natural areas. She thanked Judy Beck, Chuck Balling, Bob Quill, Fred Gullen, Sam Witwer and Don Owen for all the time they put into this agreement.

Commissioner Przybylo moved seconded by Commissioner Patton to approve the Intergovernmental Agreement between the Village of Glenview and the Glenview Park District regarding the lease/transfer of approximately 60 acres of Gallery Park. Roll Call Vote: Ayes: Katsamakakis, Patton, Przybylo, Scholl, Casey, Coulson, Beck, Nays: None. Motion Carried.

- v) @Consideration to approve the Amendment to the Ground Lease Agreement for Park Center
This amendment is a housekeeping item. The Lease Agreement was updated to coincide with the Gallery Park IGA.

Commissioner Przybylo moved seconded by Commissioner Casey to approve the Amendment to the Ground Lease Agreement for Park Center. Roll Call Vote: Ayes: Patton, Przybylo, Scholl, Casey, Coulson, Katsamakakis, Beck, Nays: None. Motion Carried.

- vi) Proposed Park Tour in June
Director Balling suggested the following sites for the Board to consider for the Park Tour: Glenview Fitness Center for expansion ideas, Gallery Park, National 9, Hawthorn Glen, and the Redemptorists Fathers' property. The Board will be polled to see what Saturday morning in August works best to schedule the tour.

6. Matters from the Public

Dan Turpin, 1881 Admiral Court, Glenview, addressed the Board with his views on Paddle Tennis. Dan currently belongs to the Valley Lo Paddle Tennis Club which he feels is very costly at \$4,000 per year. He noted the interest in paddle tennis is really growing and feels there is an "unbelievable" demand for the sport in this area. He noted paddle tennis is an outdoor winter sport which would compliment the seasonal golf played at the National 9. Although paddle tennis can be played all year long, the leagues are scheduled during the winter months (September-March) on heated courts. Dan also remarked that the National Paddle Tennis Tournament is scheduled to be played at Sunset in March, 2011. Superintendent Bob Quill said the Park District would like to meet with some core supporters of the sport to get their ideas. Also, petitions in support of bringing this sport to the Glenview Park District would be needed to see if this would be worth moving forward on. Director Balling remarked that paddle tennis would need to go hand in hand with the strategic initiative to build

a new clubhouse at National 9 since there really isn't an alternate site at this time. He noted the feasibility study being done by Robert Morris University should be completed by the end of the summer at which time a recommendation on Paddle Tennis will be brought to the Board for their consideration.

7. @Consideration to approve Accounts Payable: \$2,288,268.13

Commissioner Patton moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of April, 2010 in the amount of \$2,288,268.13. Roll Call Vote: Ayes: Przybylo, Scholl, Casey, Coulson, Katsamakis, Patton, Beck. Nays: None. Motion Carried.

8. @Consideration to approve Consent Agenda items

President Beck asked if any Commissioner would like an item removed for further discussion. With there being no request, President Beck asked for a motion to approve the Consent Agenda.

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

a. 2010-2011 Budget and Appropriations Ordinance Timeline

Approved the 2010-2011 Budget and Appropriations Ordinance Timeline. The public hearing and formal approval of the Budget and Appropriation Ordinance will take place at the June 24 board meeting. A draft of the ordinance was made available for public inspection on May 24, 2010.

b. Budget and Appropriation Transfer Ordinance #2010-08

Approved the Budget and Appropriation Transfer Ordinance No. 2010-08. This is presented annually to the Park Board and is a house keeping item.

c. Wagner Farm Historical Reproduction Farmyard Shed

Approved the Wagner Farm Historical Reproduction Farmyard Shed. This project was reviewed by the Wagner Farm Historic Building and Grounds Commission, the Park Board Recreation and Museum Committee and the Village Plan Commission.

9. Committees Reports and Recommendations

a. Finance (Chair Bob Patton, Commissioner Michael Scholl)

i) Committee Update

Superintendent Barb Cremin commented that the Finance Committee would like to address the following topics in the next fiscal year: Policies to help meet GFOA (Government Finance Officers Association) standards for excellence in budgeting; corporate sponsorships, and policies on enterprise funds which would be discussed with the entire Board and not just the Finance Committee.

10. Staff Reports

Superintendent of Park Services, Fred Gullen, reported the following: Staff attended a Com Ed Energy Efficiency Expo that provided great ideas and project information for staff. Two Eagle Scout projects have been completed and will be presented to the Board in the near future. Another scout project is scheduled for June 12. The two wind turbine foundations have now been installed at Community Park West (CPW) and the Tyner Center with the hopes of having the turbines up by next week. Additional drainage has been installed at the dog park along with heavy reseeding to accommodate the heavy use of the park. Glenview Youth Baseball's Blaze Tournament will be held this Memorial Day weekend with 63 teams participating. Eighteen local ball diamonds will be used on Friday with the Championship games being played on Saturday at Community Park West. Youth Baseball has played 81 games in April and 186 games so far in May on the new ball fields at CPW. The new ballfields have provided much relief to the over used fields at Flick, Apollo School, Willowbrook and others. Director Balling noted staff will be looking at how we schedule our fields and that will be brought to a Committee to address policies on renting fields. The Knights of Columbus will be hosting their 10th annual Flag Day Ceremony on June 14th, 7:00 p.m. at Jackman Park. The event gives residents the opportunity to properly dispose of their old or worn American Flags. Director Balling complimented Fred Gullen, Bob Quill, Chris Pietrini and Glenview Youth Baseball representative Brad Upperman and all those involved for their work on the opening ceremony for the ballfields at CPW. Fred also commented on the new Facility Supervisor, Kris Mikkelsen, who started on Monday with the Park District. Kris has a background in Parks and Recreation Administration, project management and has a journeyman's certification in HVAC (Heating, Ventilation and Air Conditioning).

Superintendent of Special Facilities, Cheryl Deom, introduce Kevin Karlowicz, the park district's newest intern from Eastern Illinois University. She also reported that 2300 people attended last weekend's Glenview Ice Show. The Ice Show featured skaters from the park district's figure skating and hockey programs along with Olympic skater Emanuel Sandhu. Cheryl commented that the Golf Courses are gearing up for this summer's youth programs. So far 200 kids are anticipated for the Glenview Park Golf Course youth program with many sessions also being offered at the National 9. An outside group, Kinetic Performance Center, uses a new concept that focuses on developing new/youth golfers and was out at the National 9 on May 15 to promote this new program.

Superintendent of Administrative Operations, Barb Cremin, reported that new AEDs, (Automated External Defibrillators) will be in place by the end of June and staff will be scheduled for training. Safety Manager, Tom Kolk will be driving the route taken by the Park Center Triathlon runners to check for any safety issues and will work with the Village on any needed repairs. Barb also noted that Human Resource Manager, Laila Bashia, went to Niles North High School this week to talk with students on how to best interview for jobs.

Superintendent of Leisure Services, Bob Quill, reported that in May alone, 957 hours were logged for Personal Training at the Fitness Center. Since Kinetic Performance Center promotes well being as part of their golf program, staff will be discussing the

possibilities of having them refer their adult golfers to our personal trainers. Bob reported that 218 applications were submitted for the Director of Recreation Services position with the hopes of having that person on staff by mid-July. The upcoming Firecracker Classic is doing well with sponsors and sign-ups. Along with 36 hole-sponsors, the following are confirmed sponsors: a new Glenview business, Farmer's Insurance has contributed \$5,000 for the Firecracker and \$1,000 for the 3v3 Soccerfest and Halogen Pool Supply is a \$2,000 Eagle Sponsor for the Firecracker. Bob also noted that Glenview State Bank will be contributing \$14,000 for the July 4 Celebration. As of today, Outdoor Pool passes are down 338 from last year and 1,743 down from total sales with memberships at 5,383. Camps are up 17 over last year with 2,303 enrollments. Also, classes booked by School District #34 are up from last year at the Grove, Wagner Farm and the Tyner Center. Bob credits this to increased Marketing efforts and our outreach program to the schools.

11. Matters from Commissioners

Commissioner Bob Patton thanked landscape architect Ken Wexler for the trees he suggested for planting.

Commissioner Bill Casey referred to a golf article that pointed to the dropout rate in youth sports, especially middle school, and suggested the Park District address this issue in the Strategic Plan. Bill also complimented the Wagner Farm Blog page on the website. Bill then asked about Leisureship funding which helps families enroll in Park District programs at a reduced rate due to financial difficulties. Bob Quill noted that the Glenview Park District Foundation (GPDF) contributed \$15,000 last year to help with a funding shortage and has decided to help again this year with an additional \$10,000 contribution to the Leisureship Fund. The GPDF usually only funds capital projects but feels this is a worthy cause and is now looking into revisiting their funding policies.

Commissioner Michael Scholl also complimented the Wagner Farm Blog.

President Judy Beck stated that she had received a request to see if the Park District could look into the possibility of having garden plots which could benefit many who are on food assistance. She asked the Board to consider this request. She would also like the Board to consider a Returning Veterans policy. Judy was very impressed with a Chicago school that came out to help on "river clean-up day" which is sponsored by the Glenview Natural Resource Commission and Friends of the Chicago River. Judy also recognized Nancy Holiday who sits on the Natural Resource Commission for all her time and efforts in cleaning up invasive plants at Sleepy Hollow Park.

Commissioner M. J. Coulson attended the Grove plant sale and commented on how great it was. She also commended the Grove Heritage Association for all the great services they continue to provide to the community with their support.

Commissioner Ted Przybylo commented on a recent article regarding youth golf and how courses are now being reconfigured with shorter tees so younger players do not get discouraged and will continue to play the game. Cheryl Deom noted that staff is looking at offering cheaper rates to the younger golfers to encourage them to play.

Commissioner Angie Katsamakakis attended the Glenview Ice Show and said it was very well organized and the Olympic Skater was a real crowd pleaser.

Director Chuck Balling commented on the great food and sound system at the Glenview Golf Course Café for the recent Glenview Rotary Club's student recognition awards event. Commissioner Scholl also commented on the great food at the Café.

12. Correspondence

None

13. @Adjourn Sine Die – Close of 2009/2010 Fiscal Year

Commissioner Przybylo moved seconded by Commissioner Katsamakakis to adjourn sine die and close out Fiscal Year 2009/2010 at 9:20 p.m. Roll Call Vote: Ayes: Casey, Coulson, Katsamakakis, Patton, Przybylo, Scholl, Beck, Nays: None. Motion Carried.

ATTEST:

Michael Scholl
Board President

Charles T. Balling
Board Secretary

Approved this 24th day of June, 2010

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