



GLENVIEW PARK DISTRICT  
BOARD MEETING  
@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
August 26, 2010

**1. Roll Call**

Vice President Angie Katsamakakis called the meeting to order at 7:00 p.m. and the roll was called.

Commissioners present: Judy Beck, William Casey, Mary Jean Coulson, Bob Patton, Angie Katsamakakis. *Note:* Ted Przybylo arrived at 7:20 p.m.

Commissioners absent: Michael Scholl

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, Recording Secretary Joanne Capaccio. Please refer to the attendance record for visitors.

**2. A Moment of Silence was observed**

**3. @Consideration to approve the July 22, 2010 Regular Board meeting minutes**

Commissioner Coulson moved seconded by Commissioner Casey to approve the July 22, 2010 Regular Board meeting minutes. Roll Call Vote: Ayes: Beck, Casey, Coulson, Patton, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**4. Presentations**

**a. CHARACTER COUNTS! Presentation**

Mark Walther, Principal of Hoffman School and Jim Bream, President of School District 30, who are Co-Chairs for CHARACTER COUNTS in Glenview, addressed the possibility of integrating CHARACTER COUNTS language into registration materials and Memorandums of Understanding for sports organizations within the Village. Mark and Jim believe sending the message that athletics and positive ethics go hand in hand in Glenview will be in strong alignment with the Park District's strategic plan initiatives. Director Balling noted the "everybody plays" philosophy is rooted in the park district programs and feels the CHARACTER COUNTS philosophy should also be included in all affiliate organizations using Park District property. Commissioner Beck believes the CHARACTER COUNTS philosophy should be marketed and reinforced in park district programs on a consistent basis. Commissioner Coulson would like to see accountability not just from the players, but also from the coaches, referees, and parents as well.

b. **Eagle Scout Presentation: Andrew Loach**

Mike Sullivan, Glenview Parks Supervisor, introduced Scout Andrew Loach from Troop 69 who presented his Eagle Scout project which was to renovate the natural areas along the riverbank at Sleepy Hollow Park. Andrew and 30 volunteers worked over 200 hours on this project. They removed many invasive plants to create a better eco system, planted over 200 trees and shrubs, laid erosion mats, chipped buckthorn, mulch the trail and placed two benches in the area. Andrew and his crew's efforts gave the neighbors along the river a better view of the park and greatly improved the overall appearance of the area.

5. **Officers' Reports**

a. **President**

Vice President Katsamakos went over 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 August. He reported that there were no large invoices (> \$30,000) for the month and that all funds were right where they should be.

c. **Attorney**

No report.

d. **Executive Director/Secretary**

- i) @Resolution 2010-16 in Honor of Elizabeth Coulson, Retiring State Representative for the 17th District

Director Balling presented a Resolution for the Board's consideration to honor Elizabeth Coulson, retiring State Representative for the 17th District. He acknowledged that this Resolution recognizes Beth for her 13 years of service as a State Representative, being an advocate on behalf of the Park District and her servant-leadership to the Glenview community. Director Balling announced that the Resolution will be presented to Representative Coulson at a dinner in her honor on Wednesday, September 15, 2010 at Wagner Farm.

Commissioner Coulson moved seconded by Commissioner Beck to approve Glenview Park District Resolution 2010-16 honoring Elizabeth Coulson, Retiring State Representative for the 17th District. Roll Call Vote: Ayes: Casey, Coulson, Patton, Przybylo, Beck, Katsamakos. Nays: None. Motion Carried.

- ii) Introduce Jason Hickman, New Director of Recreation

Superintendent Robert Quill introduced Jason Hickman who was chosen from a pool of over 250 candidates that had applied for the position of Director of Recreation. Jason noted that this was his one-month anniversary at the Park District and he was very excited to be here. Before coming to Glenview, he was Superintendent of Recreation at Hoffman Estates for 10 years and has a strong background in programming. Jason noted that he has already been very impressed with staff and the customer service they provide to our patrons. The Board welcomed Jason to the Glenview Park District.

iii) Park Tour

Director Chuck Balling polled the Board for the best date and it was decided that the park tour would be held on Saturday, September 18 from 9-11:30 a.m. The Board along with former Commissioners will tour the Grove to view the Robert Kennicott exhibit as well as the new tollway berm, Hawthorn Glen to view the new acre park addition, the National 9 to view the location for a permanent club house and proposed paddle tennis, Willow Park for the proposed improvements to the field house and site, Gallery Park for a conditions review and the Glenview Fitness Center to view the proposed expansion area. The tour is open to the public. (*Please note: subsequent to this Board meeting, it was decided to postpone the September 18th park tour and reschedule it for some time in the spring. No date has yet been set.*)

**6. Matters from the Public**

The following persons/families addressed the Board and gave brief comments on their experiences being involved with the Glenview Clovers 4-H Club:

Susan Martin, 671 Alice Drive, Northbrook, expressed how her daughter has grown into a wonder person due to her involvement in the club and the support she has received.

Ann Rowlands, 1227 Canterbury, Glenview, both daughters are members of the club and have gained leadership and citizenship skills and real-work experience with their hands-on projects. They feel fortunate to have the opportunity to belong to the club.

Mike Schuette, 1631 Walnut Ave, Wilmette, has two daughters that have been in the club for five years. It has been a tremendous experience that has taught them team work and cooperation. The parents also get involved which provides for an opportunity to bond with their children. It is a great program.

Slivka Family, 226 Harlem Ave, Glenview, The club feels like a family and offers a great bonding experience with their children. The children learn leadership and life skills and are involved in community service projects. We thank the Park District for the Club... "we love it".

Tim Cambell, 316 Lagoon Dr, Northfield, is a freshman at New Trier High School and this is his fourth year in 4-H. He credits the club for learning leadership, listening, communication and coping skills. The club has also allowed him to become more involved in the community.

Commissioner Casey expressed his full support for the 4-H Club and remarked that he believes everyone on the Board is behind them 100%.

**7. @Consideration to approve Accounts Payable: \$2,419,116.61**

Commissioner Przybylo moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of July, 2010 in the amount of \$2,419,116.61. Roll Call Vote: Ayes: Coulson, Patton, Przybylo, Beck, Casey, Katsamakias. Nays: None. Motion Carried.

**8. @Consideration to approve Consent Agenda items**

Vice President Katsamakakis asked if any Commissioner would like an item removed for further discussion. With there being no requests, Vice President Katsamakakis asked for a motion to consider approving the Consent Agenda.

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

**a. Gallery Park contractual agreements transfer from the Village of Glenview**

This is a house keeping item providing authority to transfer all the applicable Gallery Park contracts previously approved by the Village of Glenview to the Glenview Park District.

**b. Liquidation of Personal Property Ordinance No. 2010-14**

This is a house keeping item to sell unneeded Park District equipment.

**9. Committees Reports and Recommendations**

**a. Administrative Operations**

**i) @Approve Architect for Office Renovation**

Commissioner Beck moved seconded by Commissioner Przybylo to approve a Staff recommendation to enter into a professional services agreement with PSA Dewberry for architectural services related to renovation of the Park District's Administration offices, located at 1930 Prairie Street. Such authorization to be dependant on the terms noted and the successful negotiation of an AIA contract as approved by the district's counsel. The overall design fee has been set at 8% and a 10% fee related to the selection and coordination of furniture, fixtures and equipment. Roll Call Vote: Ayes: Patton, Przybylo, Beck, Casey, Coulson, Katsamakakis. Nays: None. Motion Carried.

Superintendent Bob Quill explained the RFP (Request for Proposal) process that took place. He noted that 15 RFQs (Request for Qualifications) from architect firms were received and the top 4 were chosen. Commissioner Beck and staff conducted interviews with the top 4 and rated them on a scale from 1-4. PSA Dewberry was rated number 1 by all interviewers. PSA Dewberry is the same architect that designed the new Glenview Library. Park District Owners Representative, Jerry Aulisio has worked with this architect firm and says they are very responsive and reasonable and he feels they will do an excellent job. Commissioner Beck noted the committee's intent was to find the best fit for the project.

**ii) Committee Update**

None

**b. Buildings, Grounds and Park Services**

**i) Committee Update**

Superintendent Fred Gullen noted the Building, Grounds and Park Services Committee met on Monday, August 23 and gave the following update: The

new Park Services building was submitted for the Illinois Association of Park District's Best of the Best "Green Award". Lorin Ottlinger, Julie Baran-Reilly and Ken Wexler worked on the nomination process. The award winner will be announced at the Association's Annual Gala on October 1. Fred commented on a resident's request to the Board to consider a playground in the La Fontaine neighborhood. The Committee has directed staff to move forward with this request. Staff will be meeting with Pastor Dawson of St. Philip Church to discuss a cooperative agreement to put the playground on church property. Based on the Board's approval on the Consent Agenda to transfer Gallery Park contracts from the Village of Glenview to the Park District, Fred listed the following Gallery Park contracts that the Park District will now take over: custodial services, landscape maintenance, natural areas maintenance and maintenance of the decorative fountains. Fred noted that the same landscape company that was contracted to help with the additional work at Community Park West will also help to maintain Gallery Park. The Committee was also updated on the process to have all the light poles at Roosevelt Park evaluated by a structural engineer since one of them blew down during a recent storm. That process is on-going. Fred concluded by acknowledging that Park District staff has offered to help landscape the area between the Golf Metra train station and the park which was disturbed when a dividing fence was recently installed. Staff is waiting to hear back from the Village of Golf's contact who is negotiating with Metra.

**c. Finance**

- i) @Consideration to approve Ordinance No. 2010-15 authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) of the Glenview Park District, Cook County, Illinois, in an aggregate principal amount not to exceed \$4,700,000

Commissioner Przybylo moved seconded by Commissioner Casey to approve a Finance Committee recommendation to approve Ordinance No. 2010-15 authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) of the Glenview Park District, Cook County, Illinois, in an aggregate principal amount not to exceed \$4,700,000. Roll Call Vote: Ayes: Przybylo, Beck, Casey, Coulson, Patton, Katsamakidis. Nays: None. Motion Carried.

Superintendent Barb Cremin noted Ehlers and Associates, the Park District's financial advisors, attended the August Finance Committee meeting to discuss the future bonds issues. The proposed Alternate Bond funding will be used for the renovation of the Administration building and potentially the Glenview National 9 clubhouse as recommended in the 2010-13 Strategic Plan. The bond ordinance gives approval to issue bonds not to exceed \$4,700,000. This amount is based on an annual revenue stream of \$270,000 from the make-whole payments to make the debt service payments as approved in the Glenview Park District financial plan. No taxes will be levied to pay for this bond. Before the bond sale can actually occur, notice of the intent to issue bonds must be published and a public hearing held.

ii) Committee Update

Barb also noted that the Committee discussed the annual rollover bond which is issued in October and is used to pay the debt service on Park Center. She reported that the tax levy is in the process of being prepared with the limiting rate of 2.7 % which equates to \$317,000 of additional tax revenue. This rate is based on the CPI from December of 2009. The Senior Center finances were also reviewed during the meeting and all are in order.

**10. Staff Reports**

Superintendent of Park Services, Fred Gullen, reported that park crews have been busy with readying the 13 school grounds that the park district maintains for the opening of the new school year along with athletic fields used by the affiliated sports groups. Staff has also been busy with the recent annual maintenance shut down of the Park Center Fitness Club and Splash Landings. Fred responded to Commissioner Coulson's request for an update on the Emerald Ash Borer (EAB) by noting the Park District is still treating trees for the EAB, but because this is a long-term issue, he feels some Ash Trees may eventually be lost.

Superintendent of Special Facilities, Cheryl Deom, said due to the recent power outages at the Ice Center, staff is getting prices from three companies to bore and install a conduit for a new power line that ComEd says is necessary to end the outages. ComEd will pay for the electrical line. Cheryl also reported that final close out items for the Ice Center project are being completed and preliminary site planning for the new National 9 clubhouse has begun.

Superintendent of Administrative Operations, Barb Cremin, reported on the following: Staff will be trained on the new Office 2010 computer software that the park district will be moving to, new time and attendance will begin in October and a review of operational efficiencies at the Senior Center is going well. Staff also went through inventories to determine items affected by the recent state Sales Tax holiday and implemented the changes needed to reflex the new taxes and adjust them back once the tax holiday ended.

Superintendent of Leisure Services, Bob Quill, gave a brief summary of the 2010 camp attendance. The recreation programs had 2,662 campers with a total of 3,300 attending at all facilities. Jason Hickman is looking at programming trends and those will be included in the Annual Recommendations. Bob also noted that the Robert Kennicott exhibit at The Grove is doing very well with 2,700 visitors so far (averaging 50 visitors per day).

**11. Matters from Commissioners**

Commissioner Judy Beck announced public listening session being held on August 30 and August 31. These sessions are to provide input to President Obama's "America's Great Outdoors" Initiative, a 21st Century agenda for conservation, recreation and connecting with the outdoors. Judy will be attending and others can listen through a webinar. These sessions are bringing many agencies together to emphasize working together. They are being organized by the Illinois Department of Natural Resources and Chicago Wilderness.

**12. Correspondence**

Director Chuck Balling noted an email he received from a resident complimenting the pools and aquatic staff and also suggesting rotating post season hours between Flick and Roosevelt pools. Chuck said staff will take this under consideration. Also, there is a proposed Northbrook Asphalt Plant which may be located close to the National 9. Chuck noted that at this time the Park District is just gathering facts on the proposal and this is more of an issue fro the Village of Glenview.

**13. @ Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (sub-section c21), Litigation (c11), Land Acquisition/Lease (c5 & c6)**

Commissioner Coulson moved, seconded by Commissioner Patton to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:30 p.m. to review minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6). Roll Call Vote: Ayes: Beck, Casey, Coulson, Patton, Przybylo, Katsamakias. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:40 p.m.

Commissioner Coulson moved seconded by Commissioner Beck to adjourn the executive session and move back into Open Session at 9:20 p.m. Roll Call Vote: Ayes: Casey, Coulson, Patton, Przybylo, Katsamakias. Nays: None. Motion Carried.

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

None

**15. Adjourn**

Commissioner Patton moved seconded by Commissioner Coulson to adjourn the Open Session at 9:20 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

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Michael Scholl  
Board President

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Charles T. Balling  
Board Secretary

Approved this 23rd day of September, 2010

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