



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
September 23, 2010

1. Roll Call

President Michael Scholl called the meeting to order at 7:00 p.m. and the roll was called.

Commissioners present: William Casey, Angie Katsamakis, Bob Patton, Michael Scholl.

Commissioners absent: Judy Beck, Mary Jean Coulson, Ted Przybylo

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. Public hearing concerning the intent of the Board of Park Commissioners to sell not to exceed \$4,700,000 General Obligation Park Bonds (Alternate Revenue Source)

President Scholl opened the public hearing at 7:03 p.m. to receive public comments on the proposal to sell general obligation alternate bonds in the amount of not to exceed \$4,700,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, including but not limited to improving the District's Administrative Center, and for the payment of the expenses. He explained that all persons desiring to be heard would have an opportunity to present written or oral testimony.

The President opened the discussion and explained that the reasons for the proposed issuance of the Bonds were for alternate funding to be used for the renovation of the Administration building and potentially the Glenview National 9 clubhouse as recommended in the 2010-13 Strategic Plan. President Scholl asked for comments from the Commissioners; there were none. He then asked if there were any public comments; there were none. The President asked for a motion to adjourn the public hearing.

Commissioner Casey moved seconded by Commissioner Katsamakis to adjourn the public hearing. Roll Call Vote: Ayes: Casey, Katsamakis, Patton, Scholl. Nays: None. Motion Carried.

4. @Consideration to approve the August 26, 2010 Regular Board meeting minutes
Commissioner Casey moved seconded by Commissioner Katsamakis to approve the August 26, 2010 Regular Board meeting minutes. Roll Call Vote: Ayes: Casey, Katsamakis, Patton, Scholl. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

5. @Consideration to accept the August 23, 2010 Finance Committee meeting minutes
Commissioner Casey moved seconded by Commissioner Patton to accept the August 23, 2010 Finance Committee meeting minutes. Roll Call Vote: Ayes: Katsamakis, Patton, Casey, Scholl. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

6. Presentations

a. **@Consideration to accept the 2009-2010 Glenview Park District Comprehensive Annual Financial Report for the year ended April 2010**
Superintendent Barb Cremin noted that an independent audit of the annual financial reports was completed by Lauterbach & Amen, LLP. The auditors main purpose is to provide reasonable assurance that the financial statements are free of any misstatements. There were no deficiencies identified in the management letter except that a new regulation, GASB Statement No. 54, which sets standards for fund balance reporting and the definition of governmental funds types will need to be implemented for the financial statements prepared for the fiscal year ending April 30, 2012. Barb credited Business Manager Nicole Hopkins for streamlining the reporting process this past year by writing more efficient financial statements. Commissioner Casey felt the public would be able to easily read the reports which will be posted on the Park District website within the next few weeks.

Commissioner Casey moved to approve the Finance Committee recommendation to accept the 2009-2010 Glenview Park District Comprehensive Annual Financial Report for the year ended April 2010. Roll Call Vote: Ayes: Katsamakis, Patton, Casey, Scholl. Nays: None. Motion Carried.

b. **Park Center Life Saving Recognition**
Thorn and Karen Perry gave a brief summary of Thorn's medical emergency that he experienced in the parking lot at Park Center on August 31 and thanked the staff for all their help. Tom Kolk, Park District Risk Manager and Jen Vernon, Aquatic Supervisor, recognized the following Park District staff for their actions and team efforts that day which helped save the life of Mr. Perry who had gone into full cardiac arrest. They were each presented with a Medic First Aid Good Samaritan Award:

1. Anthony Hernandez, Fitness Desk
2. Julian Franczyk, Lifeguard
3. Kathleen McInnis, Fitness Manager
4. Melissa Riedler, Park Center Front Desk
5. Michael Koutsostamatis, Lifeguard
6. Nicole Poplawski, Lifeguard
7. Peter Lyngso, Lifeguard
8. Taylor Gustin, Lifeguard

9. Trent Snyder, Lifeguard
10. Victoria Foss, Pool Manager on Duty

President Scholl thanked all of the recipients on behalf of the Park Board for all they had done during this medical emergency. Director Balling said how proud he was of all the staff involved and commended them and also thanked the managers for the many hours they put into training of staff and emergency preparedness.

c. **Glenview Tennis Summer Camp Recap**

Mike Hartler, Glenview Tennis Camp Director and Tennis Pro gave a brief presentation on the success of the summer camp program. He said staff provides a safe and fun environment for the campers. He noted that the kids enjoy more than just tennis by visiting the pools, Wagner Farm, some of the parks and also have theme days and even an end of the summer barbeque for the families. Director Balling thanked Mike for all he does for the campers and also Tennis Club Manager Dave Woolf for the overall success of the Glenview Tennis Club.

7. Officers' Reports

a. **President**

President Scholl 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. He reported that in August the Park District purchased \$1.2 million in Certificates of Deposits (CDs) with a return rate of .55%. He also noted there were six large invoices: Badger Truck Center, Blue Cross Blue Shield of Illinois, Evans and Son Blacktop, Inc., Exelon Energy Inc., Frederick Quinn Corporation, and Schaeffges Brothers, Inc.

c. **Attorney**

No report.

d. **Executive Director/Secretary**

i) IAPD/IPRA Community Service Award Nominations

Director Balling explained that each year the Illinois Association of Park Districts accepts nominations for Community Service Awards to recognize and thank volunteers, Board members, and non-IPRA staff members for their outstanding contributions and unselfish devotion for the advancement of parks, recreation and leisure in the community and the State of Illinois. The Director asked the Board to think about individuals they would like to nominate for this award. Commissioner Casey recommended Gregg Goslin, who is a member of the Glenview 4th of July Commission and sponsor of the Children's Bike Parade at the Fourth of July festivities.

ii) Update on April 5, 2011 Election Process for Park Board Commissioners

Director Balling referred to the attached press release noting that two seats on the seven-member Park Board will be filled at the April 5, 2011 Consolidated Elections (Commissioners Beck and Scholl). Both seats are for six-year terms.

Petitions can be picked up at the Park District Administration building and potential candidates can begin to circulate them on September 21, 2010. A minimum of 173 registered voter signatures is required in order to be placed on the ballot. Director Balling noted that all efforts are made to ensure that this information is accurate and current. However, users should not consider this information as an official or authoritative source, and candidates are themselves primarily responsible for compliance with the Illinois Elections Code and requirements of the State and County Boards of Election. Persons that file will also be given a New Commissioner informational packet.

iii) Introduce Kris Mikkelsen, Facility Maintenance Supervisor

Fred Gullen introduced Kris and acknowledged that he is a tremendous addition to the Park District. Kris shared his background in construction and also his goals for this new position. He is currently working on establishing a new district-wide work order system, a needs assessment on all district facilities, a preventive maintenance program and assisting with new construction as well as renovation projects. The Board welcomed Kris to the Park District.

Director Balling acknowledged Heidi Lapin, who is the Interim Senior Center Director. He thanked Heidi for stepping in and helping during this transition.

iv) Update on Com-Ed Electrical Line Replacement at Glenview Ice

Director Balling noted that an agreement has been reached with Com Ed on installing a new electrical line into Glenview Ice. We are still waiting on permits but hope to have this line installed soon. We are confident that the new line will take care of the electrical outages we have been experiencing at Glenview Ice.

v) @Kent Fuller Resolution

Director Balling noted that this joint Resolution honoring Kent Fuller was approved by the Village of Glenview at their Tuesday Board meeting. Since this is a housekeeping item, it will be moved to the Consent Agenda for approval.

vi) October 6, 2010 Willow Park Public Meeting

Director Balling noted this public meeting is scheduled for Wednesday, October 6, 2010. Discussions will be on the planned improvements to the Willow Park fieldhouse, playground and general park areas. This renovated fieldhouse will be used specifically for persons with disabilities where NSSRA (Northern Suburban Special Recreation Association) programs will be held. We hope this new concept will begin a trend that other communities will adapt. The meeting will be held at Willowbrook School (2500 Happy Hollow Rd-directly adjacent to Willow Park) from 7:00 p.m. to around 8:30 p.m. Neighbors of the park have been invited to the meeting.

8. Matters from the Public

Pete Wildhage addressed the Board on behalf of the Glenview Men's Golf Club which he notes accounts for 10-15% of total rounds played at the course during the

year. He conveyed the members' concerns with the conditions of the golf course, not due to maintenance but mainly infrastructure issues. He acknowledged that some sections of the course never recovered from the spring thaw and that drainage issues need to be addressed. He feels these issues detract from playability of the course; however, rehabilitation would attract more players. He also noted that retention ponds have been suggested as a possible solution. Chuck Wagner also addressed the Board and feels there are too many dead trees on the course and they need to be removed. President Scholl acknowledged the increased competition in the area and that maintenance does need to be addressed. He feels this issue is a priority and the Director should consider adding it to the 2010-2013 Strategic Plan. Director Balling suggested reviewing the Park District's tree removal procedures. Superintendent Deom noted there is \$13,000 budgeted annually for removal of dead trees. This issue will be addressed at an upcoming Special Revenue Facilities Committee.

9. @Consideration to approve Accounts Payable: \$2,256,253.03

Commissioner Patton moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of August, 2010 in the amount of \$2,256,253.03. Roll Call Vote: Ayes: Casey, Katsamakias, Patton, Scholl. Nays: None. Motion Carried.

10. @Consideration to approve Consent Agenda items

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

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

a. Approved the Glenview Blades Advisory Board Bylaws

This is a housekeeping item updating the bylaws for this Glenview Park District sponsored organization.

b. Approved the Glenview Park District and Illinois State Toll Highway Intergovernmental Addendum Agreement

This is a housekeeping item that clarifies the placement of the fence and a Grove sign along the Tollway berm.

c. Approved Kent Fuller Resolution

This is a joint Resolution with the Village of Glenview No. 10-142 and 2010-17 to honor Kent Fuller's extensive public service by renaming "Air Station Prairie" as "Kent Fuller Air Station Prairie" and to procure signage to display the new name at the north and south ends of the prairie. The Glenview Village Board previously approved this Resolution at their September 21, 2010 Board meeting.

11. Committees Reports and Recommendations

a. Finance (Chair Ted Przybylo, Commissioner Michael Scholl)

i) Estimated Tax Levy

An estimate of the tax levy for 2010 which determines the taxes available for Park District operations for fiscal year 2011-2012 was read into the minutes by Superintendent Barb Cremin as required by the Truth in Taxation Act. The estimated levy amount is \$15,222,727, a 2.7% increase which equates to about \$317,000. This increase, based on the CPI for all goods and services nationwide, helps the District to offset the effects of inflation. As in the past, this year's levy was also prepared to capture any new growth within the District. The final tax levy ordinance will be submitted to the Park Board for approval in November.

- ii) Committee Update
None

b. Recreation, Museum & Swimming Pools (*Chair Judy Beck, Commissioner Bob Patton*)

- i) @Approve bids for Grove Carriage House and Pavilion Project
Superintendent Bob Quill reported that bids were solicited and opened for the Carriage House and Pavilion construction projects at The Grove on Thursday, September 9 at 10:00 a.m. A total of 13 bids were submitted by general contractors. He listed the estimated total cost for this project at \$964,000 and noted that funding has come from a variety of sources: \$500,000 from the IL Tollway Authority in exchange for building a berm on Grove property, \$116,000 from an OSLAD (Open Space Lands Acquisition and Development) Grant, a \$200,000 donation from the Grove Heritage Association, \$45,000 from the ADA (Americans with Disabilities Act) levy, and \$99,812 charged to the Grove Operating Fund. Bob noted that less than \$150,000 of this one million dollar project came from property taxes.

Commissioner Casey moved seconded by Commissioner Patton to approve the staff recommendation to approve the low qualifying bid from Master Project Inc., Chicago, IL for the Grove Carriage House and Pavilion Project for a total cost of \$852,600.00 and to approve the additional expenditures (not to exceed \$99,812) be taken from the museum cash reserves. Roll Call Vote: Ayes: Casey, Katsamakakis, Patton, Scholl. Nays: None. Motion Carried.

- ii) Annual Registration and Attendance Report for the Outdoor Aquatic Facilities
Bob Quill referred to the preliminary report showing the attendance for this past summer as well as a comparison to previous seasons since the aquatic facilities were updated. He noted this year saw the best attendance since the pools re-opened in 2005 and credits the great weather. Flick pool draws more daily fees while Roosevelt pool sees more repeat use since it is a neighborhood pool. Daily fees however at both pools increased 100% from last year. Director Balling commended Bob and his staff for getting all patrons attending both the pools and camps through the summer safely.

- iii) Committee Update
None

12. Staff Reports

Superintendent of Park Services, Fred Gullen, reported that the Village's Storm Water Task Force would like to ease the flooding from sanitary sewer backups in the neighborhoods east of Harms Road. In order to do this, they would need to come through Cunliff Park with a new storm sewer. Fred will be working with the Village to give them access to the park for this project. Fred also noted that he has been a long-serving member of the Midwest Institute of Park Executives Organization. This organization holds training and workshops for mechanic technicians. This year, the new Park Maintenance Garage was able to host one of these workshops and had 59 Park District technicians attend. Feedback was that the attendees were very impressed with the new Maintenance Facility. Fred also acknowledged that some recent spot flooding at a Community Park West (CPW) soccer field was due to a stone getting lodged in the irrigation system. Some games needed to be relocated to other fields; however, any additional flooding on the fields was due to the heavy rains. Director Balling pointed out that the 15 acres at CPW that runs along the tollway was seeded by Park Service crews a while back. This area has now developed great turf and is being utilized as a practice area. Commissioner Patton asked for an update on the fieldhouse renovations. Fred noted the 2010-2013 Strategic Plan calls for renovating two fieldhouses per year with Willow Park and Dietrich being done this year. A report on the fieldhouse renovation project will be brought to the next Buildings, Grounds and Park Services Committee.

Superintendent of Special Facilities, Cheryl Deom, remarked on the two new saunas (one for men and one for women) that were installed at the Glenview Tennis Club over the summer. This sauna project was done in-house by Kris Mikkelsen and staff. In addition to this project, a wall in the lobby of the Tennis Club was taken down to expand the viewing area. Cheryl then talked about the increase in ice rentals this year at the Ice Center. This trend has produced a \$40,000 increase over last year. Most nights the Ice Center is staying open past midnight to accommodate the rentals and Cheryl credits staff for generating this. Cheryl also announced that she will be scheduling a Special Revenues Facilities Committee meeting in early October.

Superintendent of Administrative Operations, Barb Cremin, noted that Business Manager, Nicole Hopkins will be on a leave of absence for a few weeks and Barb Woods will be filling in for Nicole during that time. Barb is familiar with the accounting area since she recently worked for the Park District as an accounting consultant.

Superintendent of Leisure Services, Bob Quill, announced that the new Senior Director, Megann Panek, will begin October 4. Megann comes to the Park District from a similar senior program of 1200 members in Des Plaines. Bob also thanked Interim Senior Director Heidi Lapin for the great job she did taking care of the senior programs. Bob then gave a brief update and timeline on the office renovations project. He noted all office staff met with the architects this week to go over space needs which will assist in preparing preliminary designs. More refined concepts will be reviewed by the Administrative Committee with recommendations being brought to the full Board in November. The design and development phase, construction documents and awarding of the contract should be completed by June/July 2011 with the new offices ready for staff to move into by January 2012.

13. Matters from Commissioners

None

14. Correspondence

Director Balling announced a Rotary Club Ice Cream Social to be held at Wagner Farm on October 2. Tickets are \$10.00 each and open to the public. He reminded the Board of the annual Grove Fest on Oct 3, and encouraged all to attend. President Scholl also reminded everyone of the annual Glenview Stars homecoming and barbeque this weekend at the Glenview Ice Center.

15. @ 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 Casey moved, seconded by Commissioner Katsamakias to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:20 p.m. to discuss minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6). Roll Call Vote: Ayes: Katsamakias, Patton, Casey, Scholl. Nays: None. Motion Carried.

Commissioner Katsamakias moved seconded by Commissioner Patton to adjourn the executive session and move back into Open Session at 8:50 p.m. Roll Call Vote: Ayes: Casey, Katsamakias, Patton, Scholl. Nays: None. Motion Carried.

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

None

17. Adjourn

Commissioner Patton moved seconded by Commissioner Katsamakias to adjourn the Open Session at 8:50 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Michael Scholl
Board President

Charles T. Balling
Board Secretary

Approved this 21st day of October, 2010

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