



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
October 21, 2010

1. Roll Call

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

Commissioners present: Judy Beck, William Casey, Angie Katsamakakis, Bob Patton, Michael Scholl. Commissioner Ted Przybylo arrived at 7:40 p.m.

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

2. A Moment of Silence was observed

3. @Consideration to approve the September 23, 2010 Regular Board meeting minutes

Commissioner Casey moved seconded by Commissioner Katsamakakis to approve the September 23, 2010 Regular Board meeting minutes. Roll Call Vote: Ayes: Beck, Casey, Katsamakakis, Patton, Scholl, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. @Consideration to accept the October 6, 2010 Buildings Grounds and Park Services Public meeting minutes

Commissioner Katsamakakis moved seconded by Commissioner Patton to accept the October 6, 2010 Buildings Grounds and Park Services Public meeting minutes. Roll Call Vote: Ayes: Casey, Katsamakakis, Patton, Beck, Scholl, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

5. @Consideration to accept the October 11, 2010 Administrative Committee, Recreation/Museum Committee and Special Revenue Facilities Committee meeting minutes

Commissioner Beck moved seconded by Commissioner Katsamakakis to accept the October 11, 2010 Administrative Committee, Recreation/Museum Committee and Special Revenue Facilities Committee meeting minutes. Roll Call Vote: Ayes: Katsamakakis, Patton, Beck, Casey, Scholl, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

6. Presentations

a. Grove, Wagner Farm and Tyner Center Educational Programs

A video of the education programs offered at The Grove, Air Station Prairie and Wagner Farm was shown to the Park Board. Bob Quill noted staff recently met with all the local grade schools and their teachers to present and explain the educational programs offered by the Park District. District #34 had recently made changes in their approach to the park district's educational programs giving the teachers more discretion to participate. Grove Director, Steve Swanson, anticipated over 800 school groups would visit the Grove this year and recognized the efforts of Lorin Ottlinger, Judy Ksiazek, Kris Van Voorhis and Sarah Hagye in promoting these programs to the schools. He noted the program evaluations are looked at and any areas of concern are addressed immediately with the schools. Wagner Farm Director Todd Price also noted the farm has seen an increase of school groups and the traveling outreach program which brings the farm experience to students has also been very well received. Todd also remarked that this year's Farmers Market was very successful with more than 2,000 attendees than last year and many more vendors. Director Balling was pleased to announce the Park District was just awarded two State of Illinois Museum grants; \$80,000 for the Grove and Tyner Center exhibits and \$138,000 for exhibits and ADA improvements at Wagner Farm.

b. Park and Recreation Construction Grants (PARC) Submittals

Director Balling said this is a new State of Illinois grant program which will focus on creating jobs. Park District staff would like to submit the Willow Park Fieldhouse renovation, Park Center Fitness expansion, the propose National 9 clubhouse and land acquisition for possible grants. Ken Wexler will be coordinating the submittal of these projects.

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 there were two large invoices: Evans and Son Blacktop, Inc. and Exelon Energy Inc. He noted the financial plan is proceeding as expected.

c. Attorney

No report.

d. Executive Director/Secretary

i) Consideration to appoint IAPD (Illinois Association of Park Districts) Annual Meeting Delegates

Director Balling announced that the dates for the annual IAPD/IPRA conference are January 27-January 29, 2011 at the Hilton Chicago Hotel. He noted a delegate and at least one alternate who will represent the Park District at the Annual Business Meeting scheduled for Saturday, January 29, 2011 at 3:30 p.m. needs to be appointed by the Board. Commissioner Beck offered to

attend as a delegate and Commissioner Katsamakakis offered to attend as the alternate.

Commissioner Casey moved seconded by Commissioner Patton to appoint Park Board member Judy Beck as a delegate for the IAPD Annual Business Meeting on January 29, 2011 and Park Board member Angie Katsamakakis as the alternate delegate. On Voice Vote: All present voted Aye. Motion Carried.

- ii) Strategic Plan Progress Report
Director Balling referred to the listing of tasks which outlines the six-months of progress on the Strategic Plan Initiatives. The Director also will have staff keep a running list of reduced expenses.

8. Matters from the Public

None

9. @Consideration to approve Accounts Payable: \$1,465,325.00

Commissioner Katsamakakis moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of September, 2010 in the amount of \$1,465,325.00. Roll Call Vote: Ayes: Katsamakakis, Patton, Beck, Casey, 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 Casey moved seconded by Commissioner Beck to approve the Consent Agenda. Roll Call Vote: Ayes: Patton, Beck, Casey, Katsamakakis, Scholl. Nays: None. Motion Carried. (Copy of supporting information filed herewith and explained below).

- a. **Approved the Special Revenue Committee recommendation to include exploring improvements to the Glenview Park Golf Course to the 2010-13 Strategic Plan Project Recommendations**
- b. **Approved the Administrative Operations Committee recommendation to approve Policy 4.13 - Prohibition of Smoking**
The revised policy reflects the changes required by the Smoke Free Illinois Act.
- c. **Approved the Administrative Operations Committee recommendation to approve Policy 9.72 - Identity Protection Policy**
The Identity Protection Act (5 ILCS 179/1 *et seq.*) requires all Illinois local government agencies to draft and approve identity protection by June 1, 2011, in order to safeguard the Social Security numbers those agencies collect and use.
- d. **Approved the Building, Grounds and Park Services Committee recommendation to approve the updated Park Enhancement Plan for 2011 to 2015**

The Board was shown the current plan and a proposed revised plan for the 2011 to 2015 park renovation schedule which will be funded by the Capital Replacement and the Developer Donation Funds. The Capital Replacement and Developer Donation Budgets are reviewed and updated each year as part of the District's Budget process.

11. Committees Reports and Recommendations

a. Administrative Operations and Marketing (*Chair Angie Katsamakís, Commissioner Bill Casey*)

i) Administration Building Update

Bob Quill noted initial meetings have taken place with the architects and staff to determine space needs and to review conceptual designs. The architects will attend the November Board meeting to present a progress update and will also have a preliminary budget based on the Board's approval of the process so far.

ii) Committee Update None

b. Buildings, Grounds and Park Services (*Chair Ted Przybylo, Commissioner Angie Katsamakís*)

i) Willow Park Community In-Put Meeting Review

Fred Gullen gave a brief recap of the public meeting that was held on October 6, 2010. In addition to the meeting feedback, a survey was sent out to over 200 residents and the committee reviewed all of the community feedback. The Committee will review the proposed concept plan for the Willow Park renovations at their November meeting. Bob Quill noted the Willow Park Fieldhouse, which is part of the Willow Park enhancements and in cooperation with NSSRA (Northern Suburban Special Recreation Association), is in the design and development stage with a construction start date of April, weather permitting. Fred said the playground will probably go in at the same time. Director Balling noted most of the funding for this project is coming from grants and donations and not from taxes.

ii) Fieldhouse Renovation Planning

Fred Gullen noted an initiative of the current Strategic Plan is to renovate two of the District's field houses per year. He referred to the attached proposed six-year plan. This plan will be reviewed annually and updated as needed. Willow Park and Dietrich Park are designated for renovation in 2011.

iii) Tree Removal Procedures

Fred Gullen said a draft of a district-wide policy with procedures will be brought to the Committee. The location of the trees may play a factor in how we proceed with removal. However, once we determine we have a diseased tree, it will come down immediately.

iv) Committee Update None

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

- i) @Consideration to approve Ordinance No. 2010-18 providing for the issue of \$1,295,000 General Obligation Park Refunding Bonds, Series 2010B, of the Glenview Park District, Cook County, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.

Commissioner Przybylo noted the Finance Committee met on Monday, October 18 and discussed the annual refunding bond and the proposed alternate revenue source bond. Barb Cremin noted auditor Ron Amen, from Lauterbach and Amen, attended the Committee meeting and went over the park district's financial statements. The statements received an unqualified opinion which means the financial statements are materially correct and no deficiencies were identified in the management letter. Some new state regulations in how fund balances are reported will need to be implemented for fiscal year 2011-2012. We are also considering using Lauterbach and Amen services to help review our internal controls and cash handling procedures. John Miller, our local bond consultant, was also present at the Finance Committee and at tonight's board meeting.

Commissioner Przybylo moved to approve the Finance Committee recommendation to approve Ordinance No. 2010-18 providing for the issue of \$1,295,000 General Obligation Park Refunding Bonds, Series 2010B, of the Glenview Park District, Cook County, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. Roll Call Vote: Ayes: Przybylo, Beck, Casey, Katsamakakis, Patton, Scholl, Nays: None. Motion Carried.

- ii) @Consideration to approve moving forward with the sale of the Alternate Revenue Source Bonds for a 25 year term and to approve the sale at the November Board meeting.

Barb Cremin noted the District is planning to issue alternate revenue source bonds in order to finance the renovation of the Administration Building and the potential construction of a Glenview National 9 Clubhouse as approved in the 2010-2013 Strategic Plan. Director Balling noted this bond was held over from the 2007-2010 Strategic Plan and was to be used for the proposed joint administration building with the Village of Glenview. The park district's financial plan has allocated an annual revenue stream of approximately \$270,000 from the TIF make-whole payment to pay debt service on this bond issue. The cost of the combined Administration building and GN9 projects is tentatively budgeted at \$4,423,396 which is based on very preliminary cost estimates.

Commissioner Przybylo moved to approve the Finance Committee recommendation to approve seeking bids on November 18th for the sale of General Obligation Bonds (Alternate Revenue Source) in an amount not to exceed \$4,700,000 and not to exceed \$270,000 annual debt service over a 25 year term for the purpose of funding improvements to the administration

center and other facilities. Roll Call Vote: Ayes: Beck, Casey, Katsamakias, Patton, Przybylo, Scholl, Nays: None. Motion Carried.

iii)Committee Update
None

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

i) Attendance and Registration Report

Commissioner Beck noted the report shows that participation in park programs, events and facilities is pretty stable. Bob Quill said registrations have stayed stable for the last three years. However, attendance has increased and even that number does not include our affiliate group usage, passive use of the parks and drop-ins.

ii) Donations, Grants and Sponsorship Report

This report provides a review of the District's efforts in accessing alternate funding to support operation and projects.

iii)Proposed Park Center Health & Fitness Center Expansion Process

Commissioner Beck said the Committee will have an update in November on the Park Center Fitness expansion.

iv)Committee Update
None

e. Special Revenue Facilities (*Chair Bill Casey, Commissioner Bob Patton*)

i) Committee Update

Commissioner Casey said the Committee met on October 11. They discussed projects at the Ice Center, reviewed the Commissioning Report and punch list items that are being completed. Cheryl Deom commented that Com Ed installed the new power line to the Ice Center in one day and operations at the Ice Center were not affected. Commissioner Casey pointed to the conceptual designs for the proposed paddle tennis courts at the National 9 course. Director Balling said a full report on the paddle tennis courts will be compiled and brought to the Board. The Committee also talked about tree removal on the Glenview Park Golf course. Cheryl Deom said 31 diseased or dead trees were cut down since September. Golfers are pleased with the removal of the trees.

12. Staff Reports

Superintendent of Special Facilities, Cheryl Deom recently attended a Chicago District Golf Association workshop where discussions were focused on how to get additional revenues from golf operations. Staff will also address this in the upcoming Golf Course annual recommendations.

Superintendent of Leisure Services, Bob Quill, remarked that staff has now met with all but one of the youth sports groups to review the revised Memorandums of Understanding, which now include "Character Counts!" language. The feedback has

been very positive.

13. Matters from Commissioners

Commissioner Bob Patton recently visited the Kennicott exhibit at the Grove's Archives building and was very impressed. He thanked Steve Swanson for the tour. Commissioner Judy Beck reminded the Board about the November 4th Chicago Wilderness Congress being held at the University of Illinois campus. Sessions will be held on climate change, Leave no child inside, and restorations of natural areas. She noted the restoration community is concerned with climate change undoing what has been done in the last 20 years.

Commissioner Angie Katsamakakis was pleased to attend the IAPD Best of the Best Awards Gala on October 1st in Wheeling and was happy to see the video that was shown to the guests included many of the Glenview Park District facilities. Director Balling also attended the gala and noted the Tollway Authority was very happy to have been awarded the Intergovernmental Cooperation Award in recognition of the berm project and other enhancements that the Tollway coordinated at the Grove.

Commissioner Ted Przybylo commented on the increased attendance at the pools this year and also felt golf revenues did well. But he pointed to the tremendous success of the Ice Center along with Park Center Fitness.

President Michael Scholl said there is a resurgence of interest in outdoor ice rinks. He noted the popularity of the Watts Ice Center in Glencoe. Director Balling has received feedback from a few residents who have asked the park district to consider building another outdoor ice rink and to open up warming houses. He will assign one of the new park district student interns to study the need this winter and report back to the Board.

14. Correspondence

None

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), Personnel (c1)

Commissioner Katsamakakis moved, seconded by Commissioner Przybylo to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:15 p.m. to discuss minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6), Personnel (c1). Roll Call Vote: Ayes: Casey, Katsamakakis, Patton, Przybylo, Beck, Scholl. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:26 p.m.

Commissioner Beck moved seconded by Commissioner Katsamakakis to adjourn the executive session and move back into Open Session at 9:50 p.m. Roll Call Vote: Ayes: Katsamakakis, Patton, Przybylo, Beck, Casey, Scholl. Nays: None. Motion Carried.

16. @Consideration to approve Semi-Annual Review of Executive Session minutes

Commissioner Casey moved seconded by Commissioner Patton to approve the Semi-Annual Review of Executive Session minutes. Roll Call Vote: Ayes: Katsamakis, Patton, Przybylo, Beck, Casey, Scholl. Nays: None. Motion Carried.

17. Adjourn

Commissioner Casey moved seconded by Commissioner Beck to adjourn the Open Session at 9:51 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Michael Scholl
Board President

Charles T. Balling
Board Secretary

Approved this 18th day of November, 2010

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