



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
December 16, 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, Bill Casey, Mary Jean Coulson, Angie Katsamakakis, Bob Patton, Michael Scholl.

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

2. A Moment of Silence was observed

3. @Consideration to approve the November 18, 2010 Illinois Department of Natural Resources PARC Grant Applications Public Hearing minutes

Commissioner Beck moved seconded by Commissioner Casey to accept the November 18, 2010 Illinois Department of Natural Resources PARC Grant Applications Public Hearing minutes. Roll Call Vote: Ayes: Beck, Katsamakakis, Patton, Scholl, Nays: None. Abstain: Casey, Coulson. Motion Carried. (Copy of minutes filed herewith.)

4. @Consideration to approve the November 18, 2010 Regular Board meeting minutes

Commissioner Katsamakakis moved seconded by Commissioner Patton to approve the November 18, Regular Board meeting minutes. Roll Call Vote: Ayes: Katsamakakis, Patton, Beck, Scholl, Nays: None. Abstain: Casey, Coulson. Motion Carried. (Copy of minutes filed herewith.)

5. @Consideration to accept the November 15, 2010 Finance Committee and Buildings Grounds and Park Services Committee meeting minutes

Commissioner Katsamakakis moved seconded by Commissioner Beck to accept the November 15, 2010 Finance Committee and Buildings Grounds and Park Services Committee meeting minutes. Roll Call Vote: Ayes: Katsamakakis, Patton, Beck, Scholl, Nays: None. Abstain: Coulson, Casey. Motion Carried. (Copy of minutes filed herewith.)

6. @Consideration to accept the November 30, 2010 Administrative Committee meeting minutes

Commissioner Casey moved seconded by Commissioner Katsamakakis to accept the November 30, 2010 Administrative Committee meeting minutes. Roll Call Vote: Ayes: Katsamakakis, Patton, Beck, Casey, Scholl, Nays: None. Abstain: Coulson. Motion Carried. (Copy of minutes filed herewith.)

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 was one large invoice: Exelon Energy Inc., and that all financial funds were within their budget. It was noted that any insurance reimbursements from PDRMA (Park District Risk Management Agency) for the November fire at the Park Maintenance building will be going into a special fund that is separate from the normal financial statements.

c. Attorney

No Report

d. Executive Director/Secretary

i) @Acceptance of Commissioner Scholl's Resignation from the Park Board and as Board President at the end of this meeting

Director Balling noted that it is with regret that he acknowledges the resignation letter of President Scholl from the Park Board. President Scholl announced that his family has sold their home and will be moving to Wisconsin in January. He will no longer be a resident of Glenview and regrets not being able to finish out his 6-year term as Park Commissioner. He thanked and recognized the Director, staff, Park Board, and former Commissioners and Park Boards for all they have accomplished for the community and noted he thoroughly enjoyed his tenure on the Board. President Scholl's term was set to expire in April, 2011 and will remain vacant until the upcoming election.

Commissioner Casey moved seconded by Commissioner Coulson to accept Commissioner Michael Scholl's resignation from the Park Board and as Board President at the end of this meeting. Roll Call Vote: Ayes: Patton, Beck, Casey, Coulson, Katsamakakis. Nays: None. Abstain: Scholl. Motion Carried.

ii) Update on April 5th Consolidated Park Board Elections

Director Balling gave a brief update on the filing of petitions for Park Commissioner in the April 5, 2011 election. He noted petitions were received on the first day of filing (December 13, 2010) from two candidates: Dan Peterson and Charles Kuhn. Petitions will continue to be accepted through Monday, December 20 during regular office hours (9:00 a.m. – 5:00 p.m.), at the Administration Building.

iii) Park Center 10th Anniversary Celebration

The Board was given a pamphlet that included the special events and activities being held December 20, 2010-March 19, 2011 recognizing this milestone. The Director acknowledged the Park Center as an outstanding facility with outstanding staff that serve the community and is also a great success story for the Park District. He also noted a letter to the editor that was published in the *Announcements* from a resident saying how much he has enjoyed the Park Center these past ten years and specifically the Fitness Center.

8. Matters from the Public

None

9. @Consideration to approve Accounts Payable: \$1,303,805.25

Commissioner Katsamakakis moved seconded by Commissioner Patton to approve payroll and accounts payable for the month of November, 2010 in the amount of \$1,303,805.25. Roll Call Vote: Ayes: Beck, Casey, Coulson, Katsamakakis, 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 Beck moved seconded by Commissioner Casey to approve the Consent Agenda. Roll Call Vote: Ayes: Beck, Casey, Coulson, Katsamakakis, Patton, Scholl. Nays: None. Motion Carried. (Copy of supporting information filed herewith and explained below).

- a. Approved the Special Facilities Committee recommendation to approve the 2011-12 Annual Recommendations for the Tennis Club. There were only minimal market increases on court time, membership fees and group lessons.
- b. Approved the Special Facilities Committee recommendation to approve the 2011-12 Annual Recommendations for the Glenview Park Golf Club. Changes were minimal.
- c. Approved the Special Facilities Committee recommendation to approve the 2011-12 Annual Recommendations for the Glenview National 9. Very minimal changes were recommended. Staff believes that fees are well placed in the current market.
- d. Approved the Recreation, Museum, and Swimming Pools Committee recommendation to approve the 2011-2012 Annual Recommendations for Park Center. Only a few minor changes were made to this operation.
- e. Approved the Finance Committee recommendation to approve an agreement with Lauterbach and Amen, LLP to extend audit services for the years 2011, 2012 and 2013. Lauterbach and Amen, LLP have just completed their 3-year contract to

provide audit services to the Glenview Park District and have done an excellent job.

- f. Approved the Recreation, Museum, and Swimming Pools Committee recommendation to approve the Athletic Field Usage Policy revisions. This policy reflects a process that will allow recognized groups to have the opportunity to fulfill all of their needs and still offer any remaining time to other groups according to their status with the Park District.
- g. Approved the Park Services Committee recommendation to award the Winter 2011 Tree Pruning contract to Trees “R” US, Wauconda, IL in the amount of \$20,000. Commissioner Beck felt this was a very reasonable bid and commended staff.
- h. Approved the Park Services Committee recommendation to purchase with insurance reimbursement funds the following equipment to replace similar equipment lost in the November 7, 2010 maintenance building fire: (1) 2010 Terex/PT30 Tracked Loader from Vermeer Midwest, Aurora, IL for \$31,381; (1) 2010 Cat/287CXPSTracked Loader from Patten Tractor & Equip., Elmhurst, IL for \$55,900; (1) 2010 Morebark/950 Wood Waste Grinder from Alexander Equip, Lisle, IL for \$111,750; and (1) 2010 Nifty Lift/SD50 from Lift Works Inc., West Chicago, IL for \$58,595.
- i. Approved the Recreation, Museum, and Swimming Pools Committee recommendation to purchase a Bob Cat for Wagner Farm through the Illinois state bid process. Of the total \$26,062 cost, \$15,000 has been donated by the Tracey family specifically for this purchase.

11. Committees Reports and Recommendations

- a. **Administrative Operations (Chair Angie Katsamak, Commissioner Bill Casey)**
 - i) @ Approval of Board of Commissioners General Practice Manual Updates

Commissioner Casey moved to accept the Administrative Operations and Marketing Committee recommendation to approve the Board of Commissioners General Practice Manual as presented. Roll Call Vote: Ayes: Casey, Coulson, Katsamak, Patton, Beck, Scholl. Nays: None. Motion Carried.

All Board members received recommended revisions to this manual. Barb Cremin noted there were no new processes added; just updates to current practices. She thanked Commissioners Casey and Katsamak for going through the manual and giving their input. Director Balling noted that all potential candidates for the park board will also receive this updated manual.

ii) @Approval of Construction Services for the Administration Building Renovation

Commissioner Casey moved to accept the Administrative Operations and Marketing Committee recommendation to approve Construction Services for the Administration Building renovation to W.B. Olson, Inc. estimated at \$210,568.00. Roll Call Vote: Ayes: Coulson, Katsamakakis, Patton, Beck, Casey, Scholl. Nays: None. Motion Carried.

Bob Quill remarked that the RFP (Request for Proposal) for Construction Manager was presented to three firms that the Park District has had prior relationships with: Valenti, Frederick Quinn Corporation, and W.B. Olson. This RFP process was approved by the Park Board at their November Board meeting. Dave Olson, President of the firm, will be involved in the pre-design phase and the superintendent will be Bill Cody, who was also the superintendent on Park Center and did a great job. The Director made note that the Construction Manager at Risk will hold all contracts and that all trade work will be publicly and competitively bid.

iii) Committee Update
None.

b. Buildings, Grounds and Park Services

i) Committee Update

Fred Gullen noted that Ken Wexler attended a recent Village of Golf Board meeting which addressed the Western Golf Association's request to expand parking in a lot near Dietrich Park which is shared by the Golf Association and the Village. The Village of Golf, however, decided not to expand parking at this time. Director Balling noted a meeting will be scheduled with the Village of Golf to discuss the upcoming renovation of Dietrich Park, the parking issue and a few other items of mutual interest.

c. Recreation, Museum & Swimming Pools

i) @2011-12 Annual Recommendations for Outdoor Pools

After a very successful 2010 season, very few changes are being recommended.

Commissioner Beck moved to accept the Recreation, Museum, and Swimming Pools Committee recommendation to approve the 2011-12 Annual Recommendations for the Outdoor Pools. Roll Call Vote: Ayes: Katsamakakis, Patton, Beck, Casey, Coulson, Scholl. Nays: None. Motion Carried.

Commissioner Beck acknowledged that overall, park district programs are going very well and staff is doing a great job. Director Balling remarked that this year was the best attendance ever for the outdoor pools, Wagner Farm and the Fitness Center. Commissioner Katsamakakis noted that safety is the most important measure of success when considering the increased number of patrons visiting the pools this summer.

- ii) Committee Update
None.

d. **Special Revenue Facilities**

- i) Committee Update

Commissioner Bill Casey noted the Committee discussed the Ice Center renovation and felt that even though some electrical demand efficiencies have not been realized, substantial savings have been seen from using less natural gas. He pointed out that the recent Commissioning Report helped to identify these savings. In addition, the center has been nicely upgraded and made more comfortable for patrons with 60 more lights added for brightness, a new desiccant unit and a cooling system which is more environmental friendly. Commissioner Casey also noted there was no disruption in service to our patrons when Com Ed recently installed a new 3-phase line to the Ice Center which will act to eliminate power outages. Director Balling acknowledged the Village of Glenview for all their help in coordinating with Com Ed to get the replacement line installed. Proposed Paddle Tennis and a new Club House at the Glenview National 9 were also briefly discussed by the Committee. A project timeline was reviewed by the Facilities Committee and Commissioners Casey and Patton requested it be discussed at next month's Board meeting.

12. Staff Reports

Superintendent of Park Services, Fred Gullen announced that the sled hills and ice rinks have opened, earlier than ever, and are in good shape.

Superintendent of Special Facilities, Cheryl Deom, noted that there are many holiday camps available now at the Tennis Club, Ice Center and Park Center and they are very popular. The "Drop and Shop" program at the Ice Center allows parents to drop kids off, even with no pre-planning, while they do their holiday shopping.

Superintendent of Administrative Operations, Barb Cremin, reported that financial advisors, Ehlers and Associates, are continuing to monitor the Bond Market and interest rates to determine the best time to move forward with the sale of the Bond that was approved by the Board at the November meeting. Also, staff has negotiated a contract with Exelon Energy Inc. for electricity which will have a cost savings of approximately \$100,000 for the district.

Superintendent of Leisure Services, Bob Quill, remarked that Midwest Environmental has been contracted to inspect and complete an environmental study of the 1930 Prairie St. Administrative offices as part of the renovation process for the building. He also commented that the Gallery Park Program Policy Committee met for the second time with a third meeting scheduled for January. Commissioner Beck is a member of the Committee along with other local agency representatives. Bob hopes to bring a proposed program policy to the Board in February. He noted that any applications for major events at Gallery Park that were previously accepted by the Village will be honored this year if dates are available but will be reviewed going forward. Commissioner Beck commended Bob for coordinating these Committee

meetings and putting together the related materials. Bob also suggested a contract proposal for the Park Center Fitness expansion would come before the Board in January.

13. Matters from Commissioners

Commissioner Mary Jean Coulson wished staff happy holidays and thanked them for all their hard work and successes this year. Commissioners Patton, Casey and Scholl echoed her sentiments.

Commissioner Angie Katsamakakis also wished everyone a great holiday and commented on the success of the new Polar Express event. Bob Quill noted that two trains with 125 patrons on each enjoyed the train ride provided by Metra to Santa's home (Fox Lake) with staff providing the story telling and fun. Next year, staff is looking to have four trains available for the event.

Commissioner Judy Beck remarked that the League of Woman Voters had their holiday dinner at The Grove this year and newly elected Representative Daniel Biss was invited and attended. Representative Biss has also been invited to tour the Park District in January. Judy also commented that she along with some staff members toured historic buildings in Chicago recently and came away with some good ideas for keeping the historic look of the administrative offices during its renovation. Judy also has been working with both Chicago Wilderness (Climate Change and Invasive Plants) and Illinois SNAP (Sustainability Natural Areas Plan) to prepare sessions that will be presented at the upcoming IAPD State Conference.

14. Correspondence

Director Balling announced that the Village of Glenview will be presenting to their Board in January a recommendation to dedicate Prairie Street as "Smirles Way" in memory of Jim Smirles. Commissioner Beck suggested the name be honorary as to preserve the historic Prairie Street address of the Park District Administration building. The Director will be recommending the honorary designation to the Village. The Park District will also be dedicating a bench and tree in honor of Jim.

Director Balling also acknowledged and thanked the Park Board for all their support and passion this past year and extended on behalf of staff, his appreciation to them for all they do for the community.

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), Officer Selection/Vacancy (c3), Personnel (c1)

Commissioner Casey moved, seconded by Commissioner Patton to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:00 p.m. to discuss minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6), Officer Selection/Vacancy (c3), Personnel (c1). Roll Call Vote: Ayes: Patton, Beck, Casey, Coulson, Katsamakakis, Scholl. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:05 p.m.

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

16. @Election of President and Vice-President

With the resignation of President Scholl, Vice-President Katsamakias will assume the position of Board President and Commissioner Patton, being next in line, will assume the position of Vice-President.

Commissioner Casey moved seconded by Commissioner Beck to approve for the remaining 2010/2011 Fiscal Year and Fiscal Year 2011/2012 Board nominations for President: Angie Katsamakias and Vice-President: Bob Patton. Roll Call Vote: Ayes: Coulson, Katsamakias, Patton, Beck, Casey, Scholl. Nays: None. Motion Carried.

17. Transfer of the Gavel and Recognition of Outgoing Park Board President

President Michael Scholl handed over the duties of Board President to Commissioner Angie Katsamakias.

Newly-elected President Katsamakias, Park Board members and the Director recognized Commissioner Scholl for his leadership as Park Board President for 2010. Director Balling presented Commissioner Scholl with some parting gifts on behalf of the Board and Park District staff.

18. @Resolution 2010-24: Updated Glenview State Bank Safe Deposit Box

This is a housekeeping item to reflect the change of Board officers.

Commissioner Casey moved seconded by Commissioner Beck to Adopt Bank Resolution 2010-24. Roll Call Vote: Ayes: Patton, Beck, Casey, Coulson, Katsamakias. Nays: None. Abstain: Scholl. Motion Carried.

@ Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics Personnel (c1)

Commissioner Casey moved, seconded by Commissioner Beck to move back into Executive Session pursuant to 5 ILCS 120/2 et seq. at 9:00 p.m. to discuss Personnel (c1). Roll Call Vote: Ayes: Beck, Casey, Coulson, Patton, Katsamakias. Nays: None. Motion Carried.

Commissioner Patton moved seconded by Commissioner Beck to adjourn the executive session and move back into Open Session at 9:40 p.m. Roll Call Vote: Ayes: Beck, Casey, Coulson, Patton, Katsamakias. Nays: None. Motion Carried.

19. Adjourn

Commissioner Casey moved seconded by Commissioner Coulson to adjourn the Open Session at 9:40 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Angie Katsamakos
Board President

Charles T. Balling
Board Secretary

Approved this 20th day of January, 2011

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