



GLENVIEW PARK DISTRICT  
BOARD MEETING  
@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
June 25, 2009

**1. Roll Call**

President Judy Beck called the meeting to order at 7:05 p.m. and the roll was called.

Commissioners present: Mary Jean Coulson, Angie Katsamakias, Bob Patton, Ted Przybylo, Michael Scholl, and Judy Beck

Commissioner William M. Casey was not present for the Roll Call but did arrive at 8:10 p.m.

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 2010 OSLAD Grant Application Public Hearing minutes, and the May 28, 2009 Regular Board meeting and Reconvened Board meeting minutes**

Commissioner Coulson moved seconded by Commissioner Katsamakias to approve the 2010 OSLAD Grant Application Public Hearing minutes, and the May 28, 2009 Regular Board meeting and Reconvened Board meeting minutes. Roll Call Vote: Ayes: Coulson, Katsamakias, Patton, Przybylo, Scholl, Beck Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**4. Presentation**

**a. Northern Suburban Special Recreation Association (NSSRA)**

Director Balling introduced Craig Culp, the new Executive Director of the NSSRA. Craig first showed a video from the recent NSSRA banquet that highlighted the Associations' participants and programs. He went on to give a brief overview of the Association. He noted that NSSRA was started in 1940 and its mission is to provide year-round recreation for individuals with disabilities and to serve all ages and abilities. NSSRA currently partners with ten Park Districts, two villages and one city. It ran more than 700 programs last year with 6700 registrations. NSSRA offers many different types of programs: traditional (which is similar to any park district programming); Cooperative (works with other agencies i.e., schools for summer and after-school programs); Inclusion (participant goes to programs at their camps/schools accompanied by a staff member); In-home programming (staff works with participant in their home); and

ELA (Enriching the Lives of Adults) program which is an adult day program from 9-3pm. Craig noted the next trend is to have programs for adults after high school (22 years old and older). NSSRF (Northern Suburban Special Recreation Foundation) is a nine-member Board that has raised over \$800,000 in the past 15 years. Twenty-four families from Glenview have applied for and benefitted from its scholarship programs. Other funding for NSSRA programs is through MAC (Member Agency Contributions) where 50% of the contribution is determined by the enrolled population of the agency and 50% by the EAV (Equalized Assessed Valuation) of the community. Glenview had 1000 registrations in NSSRA programs in 2008. Commissioner Scholl suggested partnering with established agencies in this field such as Glenkirk and Clearbrook to help with additional funding opportunities. Craig also reported on two new pilot programs for Glenview residents: the fieldhouse program where residents would have easy access to stop in for programs right in their neighborhoods and cooperative efforts between NSSRA and the youth sports groups in the community. Craig also noted that the next big opportunity for the Association is to begin work on their Strategic Planning for 2010 based on the input they receive from residents and partner agencies. Surveys have already been sent out to 150 Glenview residents who would benefit from NSSRA programs to see what their needs are. Director Balling recognized Craig for all he has accomplished in his first six-months, especially in regards to strengthening the agency's finances.

**b. IPRA/IAPD Agency Showcase Competition 2nd Place Award**

The Glenview Park District's Web Site Design was awarded the Agency Showcase Competition 2nd Place Award as announced at the IPRA/IAPD state conference in January. Director Balling accepted the award from President Beck on behalf of Marketing Director Liz Gogola, Diane Vragel and the entire marketing team. It was agreed upon that the award be presented to Liz at the Dog Park Grand Opening Ceremony.

**c. IAPD (Illinois Association of Park Districts) 80th Anniversary Video**

This video gave a brief introduction to IAPD, its history and how it advocates for parks and recreation on behalf of the citizens of Illinois.

**5. Officers' Reports**

**a. President**

President Beck covered the procedures for the public to address the Board.

**b. Treasurer**

Treasurer Bill Moore reported there were four large invoices for the month of May: V-3 Construction Group Ltd, Excelon Energy, Inc., Frederick Quinn Corporation, and Blue Cross Blue Shield. He also gave a brief summary of the end of year financials and fund balances. Overall, all facilities and programs did well compared to budget. President Beck recognized the good financial report for the year.

c. **Attorney**

Park District attorney, Sam Witwer, updated the Board on the recently passed Freedom of Information Act (FOIA) Amendments. Sam noted that the changes will not take effect until January 2010 but that this is a major overhaul of the Act. Its intent is to improve transparency and accountability in government. The new procedures are extensive with a designated certified FOIA officer required in each agency along with additional staff training. If a denial is given to a request, a state officer (Public Access Counselor) will review the denial. Many of the exemptions have also been rephrased.

d. **Executive Director/Secretary**

i) IAPD (Illinois Association of Park Districts) Gala Awards

The Illinois Association of Park Districts' "Best of the Best" Awards Gala will be held on Friday, September 11, 2009 at the Wheeling Park District's Chevy Chase Country Club. Director Balling noted the award nomination deadline is early August. He recommended to the Board nominating Lynne Stiefel, journalist at the *Glenview Announcements*, for Illinois Parks' Top Journalist Award (Print, Radio and Television) and Glenview Youth Baseball for the Partnership Award. Director Balling also asked the Board if they would like to nominate anyone else or group, to let him know.

ii) 2009 National Gold Medal Award Finalist Update

Director Balling noted Liz Gogola and the marketing team is now working on creating and submitting the video that is required by the Golf Medal Nominating Committee. Next steps are for staff to submit our strategic, financial and master plan which are also required. We will not know the winner of the Gold Medal until the day of the Conference in October.

iii) Community Bark West Ribbon Cutting and Grand Opening Saturday June 27

Director Balling reminded the Board that the event starts at 9:00 a.m. and noted the outline for the day's event.

**6. Matters from the Public**

Brian Cascarano, 2126 Spruce Drive, Glenview, a 23 year resident, addressed the Board and requested the removal of Glenview Park District outdoor advertising signage. Mr. Cascarano is "interested in preserving the aesthetic beauty of Glenview parks, streetscapes and buildings" and would like the removal of several billboard signs that the Park District has installed at over a half dozen locations throughout Glenview. He gave many reasons for his request (copy of supporting information filed herewith) and feels the Park District can promote its facilities, programs and upcoming events effectively through its website, brochure mailings, flyers and facility bulletin boards. President Beck noted that a Committee has been working on a new policy regarding park district signage and once finalized the policy will be brought to the Board for discussion. Director Balling noted that discussions with the Village have also taken place. The Director feels the sign boards serve a public benefit to make sure residents are aware of the Park District services and special events being offered to the community, e.g., the take over of the Farmers Market. He also feels the boards are as nice if not nicer than other park district sign boards and that staff takes a

lot of pride in the signs. Director Balling also noted that the frames had already been budgeted to be replaced and locations are also being reviewed. President Beck thanked Mr. Cascarano for attending the Committee meetings and bringing his photos. She feels the Committee has responded to his main points, but more discussions are needed. Commissioner Przybylo supports the billboard signs because he feels they serve to promote special facilities which cannot use tax dollars for operational funding.

**7. @Consideration to approve Accounts Payable: \$2,365,619.97.**

Commissioner Patton moved seconded by Commissioner Coulson to approve payroll and accounts payable for the month of May, 2009 in the amount of \$2,365,619.97. Roll Call Vote: Ayes: Coulson, Katsamakakis, Patton, Przybylo, Scholl, Casey, Beck. Nays: None. Motion Carried.

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

President Beck asked the Board if there were any items on the Consent Agenda that they would like removed for discussion. There were none and President Beck asked for a motion to approve the Consent Agenda items.

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

- a. Approved the Finance Committee recommendation to approve Ordinance 2009-15 Budget and Appropriations (BAO) which was presented to the public in a hearing that preceded the Board meeting. The BAO sets the legal maximum that can be spent for each fund if sufficient funds were available.
- b. Approved the Finance Committee recommendation to approve Ordinance 2009-16 Prevailing Wage Act. It is a requirement that all public entities adopt a Prevailing Wage Ordinance every year in June. The Prevailing Wage Act requires that laborers, workers, mechanics employed by or on behalf of the District engaged in construction of public works to be paid not less than the general prevailing rate of hourly wages for work of a similar character on public works in the community in which the work is performed.
- c. Approved the Special Facilities Committee recommendation to approve the 2009/2010 annual recommendations for the Glenview Ice Center. The proposed fee increases range 3-5%. Fees for public skating passes and daily fees remained the same.
- d. Approved a Staff recommendation to purchase a Jacobsen HR-5111 large area mower tractor that is on the 2009 state contract from Birkey's Farm Store, Urban, IL for \$37,637.00. As a local unit of government, the Glenview Park District is eligible to purchase items from state contracts resulting in significant savings off the list price.

**9. Committees Reports and Recommendations**

**a. Administrative Operations and Marketing (Chair Michael Scholl, Commissioner Mary Jean Coulson)**

i) No Report

**b. Buildings, Grounds and Park Services (Chair Ted Przybylo, Commissioner William Casey)**

**i) @2009 Park Playground Equipment Purchase**

Ken Wexler, Park District Landscape Architect, explained the proposed playground equipment, if ordered now, would arrive in mid-August for fall construction and installation would be complete by the start of winter. All of the playground equipment was approved by residents of the surrounding Parks at public meetings that were held this past spring. Bids for the installation of the equipment will come to the Board in July. Commissioner Casey suggested more shade areas in the parks. Ken noted that many of the new playgrounds have roofs and some have shade over the sand box. Fred Gullen noted that enhancements items for the parks will be discussed at the next Committee meeting. Shade equipment, furniture, pathways, etc., will be part of these enhancements. Fred also noted that the Park District only uses rubber that is encapsulated and poured (not in pieces) in its parks. President Beck suggested promoting the new playgrounds and their new pieces in the brochures. Director Balling complimented Ken and Fred on the playground equipment they chose along with conducting the public input meetings.

Commissioner Casey moved seconded by Commissioner Scholl to approve the Staff recommendation to approve purchasing the following playground equipment for the 2009 Park renovations as listed in the table presented.  
Roll Call Vote: Ayes: Patton, Przybylo, Scholl, Casey, Coulson, Katsamakis, Beck. Nays: None. Motion Carried.

<b>PARK</b>	<b>UNIT</b>	<b>MANUFACTURER</b>	<b>COST</b>
Manor	Pirate Ship	Kompan	\$ 35,985.00
Manor	Older Kids Playpiece	Playworld	\$ 43,890.00
Countryside	Tot Playpiece	Landscape Structures	\$ 41,983.00
Countryside	Older Kids Playpiece	Burke	\$ 44,997.00
Rugen	Tot Playpiece	Play & Park Structures	\$ 31,705.00
Ladendorf	Older Kids Playpiece	Gametime	\$ 35,000.00
Ladendorf	Tot Playpiece	Little Tikes	\$ 39,757.00
Central	Tot Steam Engine	Kompan	\$ 19,000.00
Central	Tot Playhouse	Hags	\$ 22,000.00

ii) Committee Update  
None

c. **Finance (Chair Bob Patton, Commissioner Michael Scholl)**

i) End of the Year Financials

Barb Cremin noted the Park District ended the fiscal year in good financial shape despite these uncertain economic times. Director Balling reported the Board will be given the fund balances once they are finalized. He is confident that they have remained in good condition which meets one of our Strategic Plan goals. Director Balling said the fund balances are there in case we need them.

ii) Committee Update

d. **Recreation, Museum & Swimming Pools (Chair Angie Katsamakis, Commissioner Ted Przybylo)**

i) @Consideration to approve Music Policy

Bob Quill introduced current Park District Intern Brian O'Connor who completed the proposed music policy which was started and researched by a former Intern, Chris Volpe. Brian noted the policy is broad enough to cover all facilities and should hold up to future trends and music technology. Commissioner Casey was concerned with music currently used in Park District classes that also have inappropriate versions that could be downloaded by kids. Bob Quill noted language could be added to the policy so that only "clean" music could be used in our programs that have no alternative or edited versions. He also noted facility staff would need to manage their Music based on this policy. Commissioner Coulson suggested deleting the words "acceptable" and "tasteful" from the purpose section of the policy to avoid opening it up to different interpretations.

Commissioner Casey moved seconded by Commissioner Coulson to approve a Staff recommendation to approve the Music Policy as amended. Roll Call Vote: Ayes: Przybylo, Scholl, Casey, Coulson, Katsamakis, Patton, Beck. Nays: None. Motion Carried.

ii) @Splash Landings bid for installation of an ultra violet (UV) disinfection system

Bob Quill noted this was a budgeted item and part of the recommendations from the Councilman Hunsaker Report which provided an assessment of the Splash Landings Indoor Aquatic Center Mechanical Systems. This system uses bulbs that are completely enclosed to remove impurities from the water. It will reduce the use of chlorine and is cost-effective.

Commissioner Casey moved seconded by Commissioner Katsamakis to approve a Staff recommendation to award the bid for installation of an Ultra Violet (UV) disinfection system at Splash Landings to the low bidder, Spear Corporation of Roachdale, Indiana in the amount of \$30,344.00. Roll Call Vote: Ayes: Scholl, Casey, Coulson, Katsamakis, Patton, Przybylo, Beck. Nays: None. Motion Carried

iii) Appointments to the Wagner Farm Historic Buildings and Grounds Commission

Bob Quill noted we have a Historic Buildings and Grounds Commission for both Wagner Farm and The Grove. Mrs. Wall who has been active in both the community and at the Farm brings her background as a lawyer to the Commission. It was with unanimous support that the Commission recommends acceptance of Maggie Wall.

Commissioner Katsamakis moved seconded by Commissioner Coulson to approve a Staff recommendation to approve Maggie Wall for a three-year appointment to the Wagner Farm Historic Buildings and Grounds Commission. A Voice Vote was taken: Ayes: Casey, Coulson, Katsamakis, Patton, Przybylo, Scholl, Beck. Nays: None. Motion Carried

iv) Farmers' Market Update

Bob Quill reported the first Farmer's Market begins on Saturday, June 27 and goes through October 11 from 8:00 a.m.-noon. There are 19 vendors this year with a new feature: a free-rotating community booth which allows community groups to showcase their organizations. There will also be a "green table" along with guest chefs, music and performances. President Beck suggested opening the Ice Cream Parlor earlier to accommodate the shoppers at the Farmer's Market. Bob also noted the Greek Church is notified on a regular basis to remind them of our upcoming events so they are aware of the increased crowds and parking in their lot.

v) Committee Update

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

i) Committee Update

Jim Weides, Manager at the Glenview Ice Center, reported on the annual shutdown. He noted the ice was broken down, new ice setup, ice surface was repainted, concrete was cleaned, and dasher boards were realigned. The temperature in the seating areas is still an issue and staff had requested an energy management system be installed to regulate the ice temperature and the seating temperature together. The engineers are still working on balancing the HVAC and mechanical systems. Commissioner Casey noted that an environmentally friendly Freon was used which does not cool down as quickly as the Freon that was previously used. Director Balling is looking to have the Ice Center Commissioned which will involve an independent company looking at the Ice Center mechanicals to make sure all are working properly.

Commissioner Casey noted the Get-It pass is now being used at the Golf Course Café which is convenient for students in the Golf programs. Cheryl Deom gave a brief progress report on the new Gazebo at the Golf Club noting light fixtures and fans have been installed. A large stained-glass window is planned for the front which will have the Park District logo etched in the glass. The Gazebo will be used on Friday night for the first time to

serve refreshments to patrons that come out to the free outdoor “Elvis” concert.

## **10. Staff Reports**

Superintendent of Park Services, Fred Gullen, reminded the Board that the Thunderbolt Fastpitch Tournament will be taking place at the same time as the Dog Park Grand Opening on Saturday so there will be lots of excitement and activities going on that day. Fred also mentioned that the National Canine Working Dog Association did some training at the new dog park. They were preparing for an upcoming show at Glenbrook North High School.

Superintendent of Special Facilities, Cheryl Deom announced the Chicago Open Figure Skating Competition will take place at the end of July at the Ice Center and already registration is up from last year with skaters coming from as far away as Singapore and Canada. Also, new for the summer at the Ice Center is Friday night skates, Tuesday night Rat Time (Open Hockey) that has been very well attended so far and Ladies Night on Sunday (Open Hockey for the Ladies).

Superintendent of Administrative Operations, Barb Cremin commented on how busy her staff has been supporting all of the facilities, e.g., technology setup at the dog park, getting new summer staff on payroll, along with the Wellness Team conducting financial seminars for employees to help them in these uncertain economic times with budgeting and other financial assistance.

Superintendent of Leisure Services, Robert Quill, commented on the successful 3v3 Soccerfest which had 128 teams participate. The participants were amazed at how dry staff was able to get the fields. The Firecracker Classic even though it was rained out, staff did a great job moving things around and everyone seemed to have a good time. Letters did go out to the attendees offering to refund a portion of their fees. So far only one person has requested a refund. The Wagner Farm Dairy Breakfast was again a huge success. Bob also reported that pool passes are up from last year and camps have 2,450 campers enrolled so far which is 120 enrollments more than last year at this time. Bob noted the record-high Fitness Club membership and complimented Kathleen McInnis and her staff.

## **11. Matters from Commissioners**

Commissioner Patton went to the Treasure Hunt that began at Park Center and ended at Tyner Center. He complimented Lorin Ottlinger, Judy Ksiazek and Grove staff for all their work. He felt it was a good educational event but suggesting noting the mileage that is walked during this hunt so people are aware of the distance.

Commissioner Coulson complemented the Wagner Farm staff for the great job they did preparing the farm for the Dairy Breakfast event. She also complimented Egg Harbor for cooking in the heat and producing such quality food along with their great attitudes. She also enjoyed the mini-farmers market and the 4-H Club animal showing. Commissioner Coulson also complimented staff for the great field preparation at the 3v3 Soccerfest and praised Bob Quill for his management and

handling of the FireCracker Classic and turning a tough situation, due to the rain, into an enjoyable event.

Commissioner Katsamakakis echoed Commissioner Coulson sentiments regarding the FireCracker Classic. She attended and felt everyone ended up having a wonderful time. She also commended the Golf Club staff for making sure the kids in the golf programs were given water and kept cool in the recent heat wave.

Commissioner Beck also attended the Dairy Breakfast and was amazed at the staff from Egg Harbor cooking in the heat.

**12. Correspondence**

None

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

Commissioner Scholl moved, seconded by Commissioner Katsamakakis to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 9:30 p.m. to review minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6). Roll Call Vote: Ayes: Coulson, Katsamakakis, Patton, Przybylo, Scholl, Casey, Beck. Nays: None. Motion Carried.

President Beck called for a 5 minute break. The Executive Session convened at 9:40 p.m.

Commissioner Scholl moved seconded by Commissioner Coulson to adjourn the executive session and move back into Open Session at 10:20 p.m. On Voice Vote, all present voted aye. Motion Carried.

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

None

**15. Adjourn**

Commissioner Scholl moved seconded by Commissioner Patton to adjourn the open session at 10:20 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

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Michael Scholl  
Board Vice-President

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Charles T. Balling  
Board Secretary

Approved this 23rd day of July, 2009