



GLENVIEW PARK DISTRICT  
BOARD MEETING  
@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
April 22, 2010

**1. Roll Call**

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

Commissioners present: William Casey, Mary Jean Coulson, Angie Katsamakakis, Bob Patton, Michael Scholl, Judy Beck.

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 other visitors.

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

**3. @Approval of March 25, 2010 Regular Board meeting minutes**

Commissioner Scholl moved seconded by Commissioner Katsamakakis to approve the March 25, 2010 Regular Board meeting minutes. Roll Call Vote: Ayes: Casey, Katsamakakis, Patton, Scholl, Beck, Nays: None. Abstain: Coulson. Motion Carried. (Copy of minutes filed herewith.)

**4. @Approval of the March 25, 2010 Improvements at Wagner Farm Public Hearing meeting minutes and the March 25, 2010 Installation of Wind Turbines at Community Park West and Tyner Center Public Hearing minutes**

Commissioner Casey moved seconded by Commissioner Katsamakakis to approve the March 25, 2010 Improvements at Wagner Farm Public Hearing meeting minutes and the March 25, 2010 Installation of Wind Turbines at Community Park West and Tyner Center Public Hearing minutes. Roll Call Vote: Ayes: Katsamakakis, Patton, Scholl, Casey, Beck, Nays: None. Abstain: Coulson. Motion Carried. (Copy of minutes filed herewith.)

**5. @Approval of the April 12, 2010 Finance Committee of the Whole meeting minutes**

Commissioner Casey moved seconded by Commissioner Katsamakakis to approve the April 12, 2010 Finance Committee of the Whole meeting minutes. Roll Call Vote: Ayes: Katsamakakis, Patton, Scholl, Casey, Coulson, Beck. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

## 6. Presentations

### a. **IAPD/IPRA/Glenview Park District Community Service Award to Carol Andersen**

The Park Board awarded the 2009 Illinois Association of Park Districts and Illinois Park and Recreation Association Community Service Award to Carol Andersen for her lifetime of service to the Glenview Park District. Carol is a dedicated Glenview Park District employee since 1972 and as the district's Benefits Coordinator has always been a strong and passionate advocate for her fellow co-workers. Director Balling noted Carol's dedication and continued support of the Park District's mission and vision and thanked her for all she has done and congratulated her for receiving this award.

### b. **Recognition of the Glenview Mini Blades Synchronized Formation Team 2010 National Gold Medalist— Coached by Kristy Lohre and Maria Scianna**

The Park Board recognized the Glenview Mini Blades Junior Youth Formation Team for their impressive 2010 season which resulted in six first place finishes out of seven District Eight competitions. And also for their first place finish at the National Competition held at Miami University, Oxford, Ohio in March 2010 achieving the prestigious title of 2010 Ice Skating Institute Gold National Champions Junior Youth Formation. Special Glenview Park District Proclamations were presented to the team and coaches Kristy Lohre and Maria Scianna on behalf of the Park Board.

### c. **Recognition of The Glenview Junior Blades Synchronized Skating Team 2010 Silver Medalists—Coached by Toni Friedland and Jenna King**

The Park Board recognized the Glenview Junior Blades Senior Youth Skating Team for their impressive 2010 season which resulted in seven first place finishes out of seven District Eight competitions. And also for their second place finish at the National Competition held at Miami University, Oxford, Ohio in March 2010 achieving the prestigious title of 2010 Ice Skating Institute Silver National Champions Senior Youth Skating. Special Glenview Park District Proclamations were presented to the team and coaches Toni Friedland and Jenna King on behalf of the Park Board.

### d. **Recognition of Glenview Stellar Blades Synchronized Skating Team 2010 Bronze Medalists—Coached by Toni Friedland and Kristy Lohre**

The Park Board recognized the Glenview Stellar Blades Youth Skating Team for their impressive 2010 season which resulted in seven first place finishes out of seven District Eight competitions. And also for their third place finish at the National Competition held at Miami University, Oxford, Ohio in March 2010 achieving the prestigious title of 2010 Ice Skating Institute Bronze National Champions Youth Skating. Special Glenview Park District Proclamations were presented to the team and coaches Toni Friedland and Kristy Lohre on behalf of the Park Board

### e. **Disc Golf**

Kevin Lawler, a Park District student intern from the University of Illinois presented his Disc Golf Course Research and Proposal project which focused on

plans for the eventual design and implementation of a disc golf course in Glenview. Kevin explained how easy it is to play the game. He also noted safety concerns would dictate where you could design a course, needing an area that would not interfere with other park patrons. (Copy of presentation filed herewith). Director Balling noted that Disc Golf will be recommended in the Park District's 2010-2013 Strategic Plan.

## 7. Officers' Reports

### a. President

President Beck did not go over the procedures for the public to address the Board since those present were already familiar with them.

### b. Treasurer

Treasurer Bill Moore reported that there were five large invoices for the month of March: Glenview State Bank, Homer Tree Care, Inc., Frederick Quinn Corporation, V-3 Construction Group Ltd., and Blue Cross Blue Shield Insurance. Bill also gave a brief summary of the monthly financial reports and commented that as the year comes to a close, all Park District funds are where they should be.

### c. Attorney

No report

### d. Executive Director/Secretary

#### i) @Change October Board Meeting Date to 10/21/2010

Director Balling noted the meeting date change is being considered to give Board and staff members the opportunity to attend the annual National Recreation and Park Association Congress & Exposition in Minneapolis, Minnesota which is being held on the date of the original meeting (10/28/2010).

Commissioner Scholl moved seconded by Commissioner Katsamakakis to change the October Board meeting date to 10/21/2010. Roll Call Vote: Ayes: Patton, Scholl, Casey, Coulson, Katsamakakis, Beck. Nays: None. Motion Carried.

#### ii) Intergovernmental Agreement on the Lease and Transfer of Gallery Park

Director Balling presented an overview of the final draft of the Intergovernmental agreement between the Village and Park District for the lease and transfer of Gallery Park:

- ❖ Lease agreement is for 60 acres of Gallery Park.
- ❖ Transfer to take place on September 1, 2022 which is the date the Navy restriction on the sale of land ends.
- ❖ Agreement will integrate and align Gallery Park into the mission of the Park District and will bring efficiencies and high-level maintenance of the park.
- ❖ Gallery Park is one of the crown-jewels of parks and this intergovernmental cooperation is good for the community.

- ❖ Metra parking lots, wetland mitigation and the lake to remain under Village management.
- ❖ The soccer fields are lease by School District 34 and that will continue.
- ❖ The use of space will follow a plan that has been in place from the very beginning of discussions between the Park District and the Village: continue both active and passive areas, P1 Zoning to govern any building/development of the park, continued use of lake and park for storm water detention and designation of environmental sensitive areas
- ❖ Funding will come from the TIF (Tax Increment Financing) until it ends in approximately 2018.
- ❖ Park District will continue to fund and maintain the park after the TIF ends through the increase in the EAV (Equalized Assessed Values).

Superintendent Bob Quill gave a brief review of the proposed Intergovernmental agreement's attachments and exhibits:

- ❖ Exhibit A, Lease Map: Park Center and Attea Middle School are separate leases. Green areas will be turned over to the Park District once agreement is signed, orange areas will be turned over once Army Corps of Engineers release these areas. The Lake continues to be owned by the Village; however, the Park District has programming rights on the lake.
- ❖ Exhibit B, Legal Description: This will be completed once agreement is approved by both Boards.
- ❖ Exhibit C, Wetland Mitigation Areas: Army Corps of Engineers needs to release these areas.
- ❖ Exhibit D, Environmentally Sensitive Areas (ESA): The lined areas are those recommended for ESA by the Park District. The Village has received an advisory opinion on the ESA from the ERC (Environmental Review Commission) which is different from the Park District's designation. The ERC's opinion will be presented to the Village Plan Commission on April 27. The Village Board will decide the final ESA designation which will be brought back to the Park Board for consideration at the May 27 meeting.
- ❖ Exhibit E, Storm Water Detention Easement: This is the 100 year flood line. If the Park District changes this grading in any way, it would need to make up the acreage elsewhere. President Beck noted that this is the most significant item that the Park District needs to abide by.
- ❖ Exhibit F, Pro Forma Budget: This addresses the first years' operations costs. The Park District will be taking over the maintenance contract from the Village. If these contracts go up, the Village will increase funding to the Park District.
- ❖ Exhibit G, Capital Improvement Program: The Village will pay for capital replacement projects in the year they are completed.
- ❖ Exhibit H, Outstanding Repair List: Items needing repair in the same standards as the Park District's.
- ❖ Exhibit I, Capital Replacement Fund Policy: The Park District's policy for the Village's information.

- ❖ Exhibit J, Lump Sum Estimate for Capital Replacement Fund: This is just an estimate to give to the Village. Village would need to fund the Park District 10 years of replacement/repairs once the TIF ends.

Director Balling asked the Board to review these documents thoroughly. Staff will bring a recommendation to approve the Intergovernmental Agreement to the Park Board in May if the agreement stands as is. Director Balling feels this is a good agreement that secures the short and long-term financing which will certain the Park District to maintain Gallery Park in the same high standards as all Park District parks. He extended his thanks to Bob Quill, Fred Gullen, Attorney Witwer, Village Director of Capital Projects, Don Owen and President Beck for all their work on the negotiations and discussions of this agreement. Director Balling told the Board to direct any follow-up questions they may have on the agreement to either himself or Superintendent Quill. Commissioner Casey and Patton requested to go into Executive Session to discuss the proposed agreement further. A member from the public asked if the Board could discuss this agreement in Executive Sessions since it was now a public document. Attorney Witwer said the Park Board could continue to discuss and deliberate on this agreement in Executive Session since the document is only a draft.

Commissioner Casey moved seconded by Commissioner Coulson to table the discussion on the Gallery Park Intergovernmental Agreement until further clarification of the Board's ability to discuss in Executive Session could be confirmed. On Voice Vote, all present voted aye.

- iii) April 30, 2010: Opening of Ball Fields at Community Park West  
Director Balling announced the celebration to open the ballfields at Community Park West was coming up on April 30, from 5:30 p.m.–7:00 p.m. Bob Quill noted a nice ceremony is being planned with approximately 1,000 people expected to attend. There will be a parade of all the ball teams, playing of the National Anthem, a first-pitch ceremony, two ball games being played and tours of the new maintenance building.

## **8. Matters from the Public**

None

## **9. @Consideration to approve Accounts Payable: \$1,707,731.09**

Commissioner Patton moved seconded by Commissioner Coulson to approve payroll and accounts payable for the month of March, 2010 in the amount of \$1,707,731.09. Roll Call Vote: Ayes: Scholl, Casey, Coulson, Katsamakakis, Patton, Beck. Nays: None. Motion Carried.

## **10. @Consideration to approve Consent Agenda items**

President Beck asked if any Commissioner would like an item removed for further discussion. With there being no request, President Beck asked for a motion to approve the Consent Agenda.

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

- a. **Approved a Staff recommendation to approve the following purchases from the 2010 State of Illinois Joint Purchasing Program Contract: A large mowing tractor from Reinder, Inc, Elm Grove, WI for \$28,568 and a heavy duty truck from Badger Truck Center, Milwaukee, WI for \$40,655**

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. As a Joint Purchasing Program member, the Glenview Park District can place orders directly with the vendors. Both of the above items are available on the State of Illinois Joint Purchasing Contract.

- b. **Approved a Staff recommendation to accept the bid from Vermeer Midwest, Aurora, IL in the amount of \$48,501 for the purchase of the Capital Replacement Compact Loader.**

On February 23, 2010, bids were opened for the purchase of a Compact Rubber Tracked Loader and Vermeer Midwest was the lowest responsible bidder.

- c. **Approved Liquidation of Personal Property Ordinance 2010-07.**

This is an annual house keeping item to sell unneeded assets.

- d. **Approved a Staff recommendation to accept the bid for rubber flooring at the Ice Center from Central Rug and Carpet, Evanston, Illinois for the amount of \$24,290.64.**

A public bid opening was conducted on Thursday, April 8, 2010 at 2:00 p.m. at the Glenview Park District Administration Building. This bid was to replace all of the existing carpeted areas in the main lobby and front office with rubber flooring as well as skate rental, and the coaches/referee room. We anticipate the flooring being installed sometime in June or early July.

- e. **Approved a Staff recommendation to approve Griffon Systems Inc., Westchester, IL to supply the security cameras at Park Center and to do the installation/configuration of the cameras for a total amount of \$30,900.**

- f. **Approved a Staff recommendation to approve a change order to Frederick Quinn Corporation in the amount of \$62,517 for the installation of a 2,144 sq. ft. vegetated green roof at the new maintenance building at Community Park West.**

The green roof was bid as an alternate but was not included in the contract awarded to the low bidder, Frederick Quinn Corporation. Even with this additional expense, the total project will be completed under budget. We were recently awarded an American Recovery and Reinvestment Act (ARRA) Green Roof Grant through the State of Illinois in the amount of \$21,440.

## 11. Committees Reports and Recommendations

### a. Finance

- i) @Consideration to approve 2010/2011 Glenview Park District Budget  
Barb Cremin reported that the budget for FY 2010/2011 was reviewed by the Park Board at a special Finance Committee Meeting of the Whole held on Monday, April 12 and all Park Board members were present. A recommendation to approve the budget for FY 2010/2011 in the amount of \$31,778,830, which is a 5.1% decrease over the 2010 year-end projected expenses was presented.

Commissioner Scholl moved seconded by Commissioner Casey to approve the 2010/2011 Glenview Park District Budget as presented. Roll Call Vote: Ayes: Casey, Coulson, Katsamakias, Patton, Scholl, Beck. Nays: None. Motion Carried.

- ii) Committee Update  
None

## 12. Staff Reports

Superintendent of Park Services, Fred Gullen, reported that a rendering of the green vegetated roof that will be going on the new maintenance building will be available soon. He stated that the Park District was able to acquire a fully-vegetated sedum roof for the building sooner than the original delivery date of August.

Superintendent of Special Facilities, Cheryl Deom, reported on a great month for golf at the two courses. There were over 190 participants at the 1040 tax event at the National 9 and 39 upgrades to memberships so far. She noted there will be a re-grand opening of the Gazebo Grill at the Glenview Park Golf Club in June, but the grill will officially open May 1. She also commented that staff is getting ready for the upcoming Ice Show at the Glenview Ice Center May 21-23.

Superintendent of Administrative Operations, Barb Cremin, reported that staff is being trained on the new Glenview Park District Gift Cards which will be first rolled out at the Glenview Park Golf Club since that facility issues the most gift certificates. She also noted that the Park District received 980 applications for Camp Counselors this year; however, there are many staff returning from last summer. The new Appli-Track system has really streamlined the application process.

Superintendent of Leisure Services, Bob Quill, reported pool passes are doing well and are currently within 13 passes from last year's total at this time with over 75% returning memberships. Camps are down 41 kids for clinics and up 34 kids for teen programs with registration still ongoing. Bob also announced that Jason Herbster, Director of Recreation Services has accepted the position of Executive Director at the Crystal Lake Park District. A going away party for Jason will be held at Wagner Farm on April 26 at 5:00 p.m., all are welcome. The job announcement for the Director of Recreation position has been posted. Bob noted that school field trip registrations at the Grove begin in May. Registration numbers will be shared with the Board at the May meeting.

**13. Matters from Commissioners**

Commissioner Katsamakis said President Beck’s recent Grove presentation at Pleasant Ridge School was very well received.

President Beck commented that she and Grove staff, Steve Swanson and Lorin Ottlinger went to the Conservation Congress in Springfield where the future of parks and recreation and outdoor education was discussed. She noted Governor Quinn signed an Executive Order on the future of natural areas.

**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 Coulson moved, seconded by Commissioner Katsamakis to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:50 p.m. to review minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6), Personnel (c1). Roll Call Vote: Ayes: Coulson, Katsamakis, Patton, Scholl, Casey, Beck. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 9:00 p.m.

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

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

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

**17. Adjourn**

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

ATTEST:

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Judy Beck  
Board President

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Charles T. Balling  
Board Secretary

Approved this 27th day of May, 2010