



GLENVIEW PARK DISTRICT  
BOARD MEETING  
@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
June 24, 2010

**1. Roll Call**

President Michael Scholl called the meeting to order at 7:08 p.m. and the roll was called.

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

Commissioners absent: None

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 and Intern Kevin Karłowicz. Please refer to the attendance record for visitors.

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

**3. @Approval the May 27, 2010 Regular Board meeting and Reconvened Board meeting minutes**

Commissioner Przybylo moved seconded by Commissioner Katsamakakis to approve the May 27, 2010 Regular Board meeting and Reconvened Board meeting minutes. Roll Call Vote: Ayes: Beck, Casey, Coulson, Katsamakakis, Patton, Przybylo, Scholl. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**4. @Acceptance of the June 14, 2010 Special Revenue Facilities Committee meeting minutes**

Commissioner Casey moved seconded by Commissioner Patton to accept the June 14, 2010 Special Revenue Facilities Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Katsamakakis, Patton, Przybylo, Beck, Scholl. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**5. Presentations**

**a. Eagle Scout Project: Chris Polmanski**

Life Scout Chris Polmanski from St. David's Troop 32 presented his Eagle Scout project. Chris along with other volunteer scouts, family and friends constructed 35 wooden bird houses. So far, 5 birdhouses have been installed on 15 ft. poles at Roosevelt, Flick, Community Park West, Peninsula and Sleepy Hollow Parks. These bird houses attract many native birds such as the American Kestrel, Tree Swallows, Black Capped Chickadees and Eastern Bluebirds. The Board thanked

Chris, his helpers Kevin and Cormack and his many volunteers for building the birdhouses and installing them at the parks.

## **6. Officers' Reports**

### **a. President**

President Scholl went over the procedures for the public to address the Board.

President Scholl acknowledged Park Services Supervisor Mike Sullivan for creating the Blackhawk helmet and a replica of the Stanley Cup that adorned the Jackman Bear Fountain to commemorate the Chicago Blackhawks Stanley Cup win.

### **b. Treasurer**

Treasurer Bill Moore gave a brief summary of expenses and revenues for the month of May. He reported that there were only two large invoices; The Northern Suburban Special Recreation Association contribution and Blue Cross Blue Shield Insurance. Bill noted the financial reports were preliminary since this is only the first month of the fiscal year.

### **c. Attorney**

No report

### **d. Executive Director/Secretary**

#### **i) July 4 Celebration Update**

Director Balling reminded everyone that this year's Independence Day Celebration will take place on Monday, July 5 due to July 4th falling on a Sunday. As in previous years, donations for the festivities have been very good. Some of the events scheduled for the day are a children's bike parade for preschoolers through age 9 beginning at 11 a.m. followed by the Independence Day Parade at 11:30 a.m. The Twilight Show will begin at 7:30 p.m. at the Glenview Park Golf Club concluding with the fireworks display.

#### **ii) Firecracker Classic and 3V3 Summer Soccer Fest Update**

Director Balling commended the Glenview Park Foundation along with Jack Morgan and Bob Quill for the outstanding job they did on the Firecracker Classic fundraiser. There were over 130 golfers and donations were very good. He also thanked The Glen Club for providing the use of their course and the food for the event.

Director Balling noted the upcoming 3V3 Soccer Fest and that volunteers were still needed for the event. The Glenview Park Foundation's President, Steve Bucklin, will be attending the July Park Board meeting to give an update on the Foundation's activities.

#### **iii) @Recommended State of Illinois OSLAD (Open Space Land Acquisition Development) Grant Application for Master Planning of Willow Park** This grant proposal was presented at a public hearing which immediately preceded the Board meeting. This grant will help fund certain site

improvements at the park including a new playground with safety surfacing, multigenerational game tables, public, accessible bathrooms, an open air shelter, enhanced pathways, site work and landscaping.

Commissioner Przybylo moved seconded by Commissioner Patton to approve submitting the Willow Park Master Plan improvements for the 2010 State of Illinois Open Space Land Acquisition Development (OSLAD) Grant application for the Glenview Park District. Roll Call Vote: Ayes: Coulson, Katsamakis, Patton, Przybylo, Beck, Casey, Scholl. Nays: None. Motion Carried.

iv) @Consideration to approve the Park Center Lease Agreement Extension with North Shore Hospital

Director Balling noted the great relationship and cooperation the Park District has enjoyed with North Shore Hospital which has benefitted the patrons of Park Center. He also thanked Bob Quill for negotiating this agreement which will extend the terms of the current lease of 10,080 square feet of space at Park Center through 2015. President Scholl remarked that this agreement is “an outstanding win-win for both the Park District and the Hospital...their presence here is first class”. Commissioner Beck noted 10 years as partners says a lot, especially of the staff.

Commissioner Katsamakis moved seconded by Commissioner Przybylo to approve the Park Center Lease Agreement Extension with North Shore University Health System as presented. Roll Call Vote: Ayes: Katsamakis, Patton, Przybylo, Beck, Casey, Coulson, Scholl. Nays: None. Motion Carried.

v) @Consideration to approve an Agreement between the Glenview Park District in Association with the Northern Suburban Special Recreation Association (NSSRA) and Williams Architects for the Willow Park Field House Renovation

Director Balling noted that both the Glenview Park Foundation along with the North Suburban Special Recreation Foundation have donated \$100,000 each for this fieldhouse renovation. Park District staff, in association with NSSRA has recommended Williams Architects to provide professional services, schematic design and development, construction documents, bidding documents and construction administration for this project.

Commissioner Przybylo moved seconded by Commissioner Patton to approve purchasing the professional services of Williams Architects as noted in the letter dated February 10, 2010 estimated at \$34,000. Roll Call Vote: Ayes: Patton, Przybylo, Beck, Casey, Coulson, Katsamakis, Scholl. Nays: None. Motion Carried.

## **7. Matters from the Public**

- a. **Kerry O’Donoghue Hahn, 306 Parkview, Glenview**, addressed the Board and gave some recommendations for part-time employee off-season work procedures. Ms. Hahn has been a Park District part-time employee for 10 years teaching

theatre instruction. She suggested part-time employees should be given the opportunity to communicate with their supervisors if they are interested in summer employment and be considered for open positions before they are listed to the general public. She also offered her marketing experience to help with the 2010-2013 Strategic Plan initiatives. She suggested utilizing the Village's Channel 17 in cooperation with the Park District, Village and School Districts to promote the Glenview community and all it has to offer as well as getting kids more active in the many programs that are available. She offered to fundraise and work part time to start a pilot program.

- b. **Marsha Furmanova, 1640 Barry Lane, Glenview**, addressed the Board and proposed consideration of a park in the La Fontaine subdivision. She felt the closest park was too far away for families with young children. President Scholl noted that this request for a new park will be explored in the upcoming Strategic Plan. Director Balling stated that there may be a possibility to partner with St. Phillips Church on this project.

**8. @Consideration to approve Accounts Payable: \$1,717,669.38**

Commissioner Przybylo moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of May, 2010 in the amount of \$1,717,669.38. Roll Call Vote: Ayes: Przybylo, Beck, Casey, Coulson, Katsamakis, Patton, Scholl. Nays: None. Motion Carried.

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

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

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

a. **Approved the Finance Committee recommendation to approve Ordinance 2010-12 Budget and Appropriations (BAO)**

The Budget and Appropriations Ordinance was presented at the public hearing which immediately preceded the Board meeting. The BAO is a legal document that sets the legal maximum that can be spent for each fund if sufficient funds were made available.

b. **Approved the Finance Committee recommendation to approve Ordinance 2010-13 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 Revenue Facilities Committee recommendation to approve the 2010/2011 Annual Recommendations for Glenview Ice Center**  
The proposed fee increases range 3-5% only in certain areas based on surrounding market rates.

- d. **Approved the Fitness Center Equipment Purchase**  
Staff recommendation to award the bid for fitness center equipment to two companies that submitted bids on May 13, 2010 and met the specification requirements:

Life Fitness – Schiller Park, IL	8 items	\$29,634.88
Direct Fitness – Mundelein, IL	10 items	\$49,576.00
<b>Total Bid Awarded</b>	<b>18 items</b>	<b>\$79,210.88</b>

- e. **Approved Policy 9.10: Lost Articles**  
This policy addresses the process for lost articles found in the parks and Park District facilities.

**10. Committees Reports and Recommendations**

- a. **Administrative Operations and Marketing**
  - i) @Consideration to approve the 2010-2013 Glenview Park District Strategic Plan: “Delivering Excellence thru Innovation”  
Superintendent Barb Cremin noted a draft of the Strategic Plan has been posted on the Park District website for the public to view and submit their comments. The Administrative Committee of the Whole met prior to this Park Board meeting and discussed the Strategic Plan and gave its final recommendations. Once the Strategic Plan is approved the final plan will be placed on the Park District website and will also be available in book form at the Glenview Public Library and other local facilities.

Commissioner Katsamakias moved to approve the Administrative Operations Committee of the Whole recommendation to approve the 2010-2013 Strategic Plan as presented. Roll Call Vote: Ayes: Casey, Coulson, Katsamakias, Patton, Przybylo, Beck, Scholl. Nays: None. Motion Carried.

- ii) Administrative Offices RFQ Process  
Barb Cremin noted the process to select architectural and engineering services for the renovation of the 1930 Prairie Street administrative offices was also discussed at the Administrative Committee of the Whole. Commissioner Beck suggested notifying the Village’s Historical Commission of this upcoming renovation.

- iii) Committee Update  
None

**b. Finance**

i) Committee Update

Commissioner Przybylo reported that the Finance Committee met on Monday, June 21 and discussed grant updates, funding for the Administration building and the monthly financial reports. Director Balling noted the financing to fund the office renovation and the building of the National 9 Clubhouse is available. Two million dollars in bonding have been held over from the last Strategic Plan. President Scholl thanked the prior Administrative and Finance Committees for all the time they spent discussing and researching the best options for the 1930 Prairie Street office project.

**c. Special Revenue Facilities**

i) Ice Center Commissioning Report Update

Commissioner Casey noted the Committee met on June 14 and mainly discussed the Commissioning Report. The architects and builders of the Ice Center renovation also attended the committee meeting to answer any questions. Commissioner Casey also noted that new rubber flooring is going in at the Ice Center.

ii) Committee Update

None

**11. Staff Reports**

Superintendent of Park Services, Fred Gullen, reported a busy weekend coming up at the Park District with fields being prepared for the 3V3 Soccerfest, staff assisting with the Glenview Sidewalk Sale, another Eagle Scout project underway and the Glenview Girls Fastpitch softball tournament taking place at Community Park West and Swenson Park. Fred noted he has recently met with the Village staff regarding the transitioning of existing contracts for Gallery Park from the Village to the Park District. More meetings will take place to assure a smooth transfer with no interruption in services. Fred also reported one of the light towers at Roosevelt Park blew down during the recent storm. Director Balling remarked that all light towers will be inspected to make sure they are up to current standards.

Superintendent of Special Facilities, Cheryl Deom, announced the re-grand opening of the Gazebo Grill at the Golf Course will take place on Friday, June 25, at 6:30 p.m. with an Elvis impersonator to entertain the crowd at 7:00 p.m. President Scholl will be present to welcome the community on behalf of the Park Board. Complimentary cake and lemonade/ice tea will be available for all attending. Cheryl also noted that the Glenview Stars have booked their annual Golf Outing at the Glenview Golf Course.

Superintendent of Administrative Operations, Barb Cremin, reported the district-wide gift cards will soon be rolled out to all facilities and will be highlighted in the upcoming Park District fall brochure. She also noted that the new, easy to use AEDs (Automated External Defibrillator) are in and have been distributed to the Park District facilities.

Superintendent of Leisure Services, Bob Quill, gave an update on summer camps and pool memberships. Currently, we are within 160 in pool pass sales compared to last year at this time. Camp enrollment is doing well with 3,387 signed up for camps and clinics compared to 3,267 registered at this same time last year. Cheryl Deom also noted that Golf and Tennis camps are all doing very well. Bob noted an audit of lifeguards was being filmed at Flick pool recently when an assist in the dive area was taking place as well as a person needing assistance from dehydration. Since both instances were captured on film they may be used in future lifeguard training.

Director Balling announced the new Facilities Supervisor, Kris Mikkelsen is off to a great start. He has been working closely with Park Services as well as the aquatic staff and is learning our pool system. With Kris overseeing the pools and coordinating with other facilities it will help us to continue to keep Park District facilities clean and looking new.

## **12. Matters from Commissioners**

Commissioner Bob Patton attended the Wagner Farm Dairy Breakfast and remarked on the great turnout and how well it was done. He also observed the new Kinetic program for kids at the Glenview National 9 and feels it is a really good training program.

Commissioner Judy Beck commented on the remarkable autopsy of Robert Kennicott which was presented by scientists from the Smithsonian Institute at Oakton College recently. A bust of Robert Kennicott was presented to the Grove by the scientist and is on display at the Grove Archives building. She encouraged everyone to stop by the Archives building to view the bust as well as all the Kennicott exhibits that Steve Swanson and his staff have prepared and are currently on display. Commissioner Beck also commented on the Natural Resource Commission's study of the Glenview River and that stimulus funds may be available for the remeandering of the river. She noted that parks along the river should be looked at and naturalized.

Commissioner Ted Przybylo commented that he has heard from several parents that are leaning towards having their children in house league programs versus competitive/travel sports. He feels the trend will show more kids coming back to the Glenview Youth Baseball program. Director Balling noted that staff will be researching this trend and using that information to determine what the Park District's future direction will be with team sports programs. He also noted that Character Counts will be integrated into all the youth sports programs.

Commissioner Angie Katsamakakis commented on the great job Todd Price and all the volunteers at Wagner Farm do with the 4-H Club.

## **13. Correspondence**

Director Balling commented on a letter the Board received from a Marilyn Sweeney, voicing her concern with kids running around the band area during the outdoor concerts at Jackman Park. She would like the Park District to help control this disruptive behavior so others can enjoy the music. The Board felt more could be done during the Glenview Concert Band performance since most attendees are there to just

relax and listen to the music. But felt the other bands that perform at the outdoor concerts are geared for a more lively audience and would not discourage attendees from actively participating.

**14. @ 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 Coulson moved, seconded by Commissioner Beck to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:45 p.m. to review minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6). Roll Call Vote: Ayes: Coulson, Katsamakias, Patton, Przybylo, Beck, Casey, Scholl. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:50 p.m.

Commissioner Coulson moved seconded by Commissioner Beck to adjourn the executive session and move back into Open Session at 9:15 p.m. Roll Call Vote: Ayes: Casey, Coulson, Katsamakias Patton, Przybylo, Beck, Scholl. Nays: None. Motion Carried.

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

None

**16. Adjourn**

Commissioner Coulson moved seconded by Commissioner Beck to adjourn the Open Session at 9:15 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

\_\_\_\_\_  
Michael Scholl  
Board President

\_\_\_\_\_  
Charles T. Balling  
Board Secretary

Approved this 22nd day of July, 2010

j:\park board\2010 board reg session minutes\regular meeting minutes of the glenview park district board of commissioners-06-24-2010.doc