



GLENVIEW PARK DISTRICT PARK BOARD MEETING

@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025

Regular Meeting Minutes May 23, 2013

1. Roll Call

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

Commissioners present: William M. Casey, Mary Jean Coulson, Charles J. Kuhn, Daniel B. Peterson, Ted Przybylo, Bob Patton.

Commissioners absent: None

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Charles Balling, Superintendent of Park & Facility Services James Warnstedt, Superintendent of Special Facilities Cheryl Deom, Superintendent of Administrative Operations Barbara Cremin, 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. Meeting Minutes

a. @Acceptance of the April 23, 2013 Buildings, Grounds and Park Services Committee meeting minutes

Commissioner Casey moved seconded by Commissioner Peterson to accept the April 23, 2013 Buildings, Grounds and Park Services Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Peterson, Przybylo, Patton, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

b. @Approval of the April 25, 2013 Regular Board meeting minutes

Commissioner Przybylo moved seconded by Commissioner Coulson to approve the April 25, 2013 Regular Board meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Przybylo, Casey, Patton, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Recognition of the Cook County Official Certificate of Results for the April 9, 2013 Consolidated Election

The Cook County Clerk, having completed a canvass dated April 30, 2013 of all votes cast for two Glenview Park District Commissioner six-year terms, has certified Dave Tosh with 2,795 votes and Robert J. Patton with 2,304 votes as the two being elected Glenview Park District Commissioners.

5. **Administer Oath of Office – Robert J. Patton and Dave Tosh**

Board Vice President Bill Casey administered the oath of office to Dave Tosh and Commissioner Bob Patton. Board members welcomed Dave and congratulated both Commissioners on their election. Dave noted it took him 50 years to get on the Board and he is privileged and honored to be here.

6. **Presentations**

a. **@Resolution No. 2013-11: Honoring the Outstanding Dedication and Service of Outgoing Park Board Commissioner Angie Katsamakakis (May 2007-April 2013)**

President Patton presented the framed Resolution to former Commissioner Angie Katsamakakis and thanked her for her 6-year term on the Board. He noted during her term the district went through a significant period of growth which saw improved financial ratings, land acquisition and the paddle tennis and fitness expansions, just to name a few. He thanked Angie for her ever watchful maternal eye and being a tireless advocate for safety.

Commissioner Kuhn moved seconded by Commissioner Casey to approve Resolution No. 2013-11: Honoring the Outstanding Dedication and Service of Outgoing Park Board Commissioner Angie Katsamakakis (May 2007-April 2013). Roll Call Vote: Ayes: Kuhn, Peterson, Przybylo, Tosh, Casey, Coulson, Patton, Nays: None. Motion Carried.

7. **Officers' Reports**

a. **President**

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

b. **Treasurer**

Treasurer Bill Moore did not have a financial report due to the end of the fiscal year finances still be compiled.

c. **Attorney**

No report

d. **Executive Director/Secretary**

Introductions: Director Balling introduced two college students that will be interning at the Park District this summer. They are Mike Azzaretto and Katy McKinnon from the University of Illinois. Mike is interested in athletics as he played hockey and coached the girls' hockey team at school. Katy also played hockey and is interested in programming and park planning. Both Mike and Katy will be assisting park district staff throughout the summer with various projects and events.

i) **Annual Planning Calendar**

Director Balling referred to the Annual Planning calendar which outlines the Park District's various tasks, filings, and legal requirements that need to be completed during each fiscal year. Also added to the calendar this time were future key dates related to various agreements/projects.

ii) **Budget and Appropriations Timeline**

The Director explained that the timeline is another housekeeping item that lays out the deadlines for filing the Budget and Appropriations Ordinance. Superintendent Barb Cremin noted that a tentative draft of the budget ordinance will be made available for public inspection on May 28.

The Director also pointed to the PDRMA (Park District Risk Management Agency) annual report that the Board received in their packet and noted the excellent 98.4% loss control rating that the park district received. He acknowledged the training and health risk assessment available to park district staff through PDRMA. PDRMA also has a rate stabilization program that helps to keep their insurance rates reasonable.

8. Matters from the Public

None

9. @Approved Accounts Payable

Commissioner Patton moved seconded by Commissioner Przybylo to approve payroll and accounts payable for the month of April, 2013 in the amount of \$1,996,346.36. Roll Call Vote: Ayes: Peterson, Przybylo, Tosh, Casey, Coulson, Kuhn, Patton, Nays: None. Motion Carried.

10. @Approved Consent Agenda items

President Patton asked if anyone would like to remove an item from the Consent Agenda for further discussion. There was no request made.

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

a. **Approved Ordinance No. 2013-12: Budget and Appropriation Transfer Ordinance**
This Ordinance is presented annually to the Park Board and is a house keeping item.

b. **Approved Ordinance No. 2013-13: Liquidation of Personal Property**
This is a house keeping item to sell unneeded Park District equipment.

c. **Approved Resolution No. 2013-14: Recognition of the Grove Heritage Association's 40th Anniversary**
This resolution honors the GHA for 40 years of stewardship and support of The Grove and for its continuing efforts to preserve the past for future generations. This resolution will be presented to the GHA at their meeting on June 4, 2013, 7:00 p.m. at The Grove.

d. **Approved Gallery Park Crack Filling, Seal Coating and Striping**
Approved a Buildings, Grounds and Park Services Committee recommendation to award the work for various paving projects at Gallery Park to the lowest bidder, Chicagoland Paving Contractors, Inc. of Lake Zurich, IL in the amount of \$44,405. This work involves some parking lot crack filling, sealcoating and striping of all

existing asphalt pathways and parking lots at Gallery Park.

11. Staff Reports

Superintendent of Park & Facility Services, Jim Warnstedt, gave a brief update on the following capital projects that staff have been busy working on; the Johns Park sanitary sewer project is complete; only landscaping and striping of lot is left to complete the Flick Park paving project; Cole Park tennis courts just need color coding to be completed; batting cage project coming along at Community Park West with staff also busy planting trees with funding from the Mayors Caucus Grant; the temporary garage structure for the Fire Department use is up at 1100 Roosevelt Ave, with the Village of Glenview expecting their two trailers to be delivered next week; and the Village is in the process of putting out an RFP (Request for Proposal) for the repair of the Gallery Park well pump station so in the interim, park district staff is irrigating the area via the hydrant.

Superintendent of Special Facilities, Cheryl Deom, reported that the new Glenview Prairie Club has already sold 57 memberships so far, is very busy and receiving a lot of positive feedback. Cheryl also acknowledged the huge success of the recently held 40th Annual Ice Center show. And, she noted that the kick plates on the dasher boards at the Ice Center are being replaced.

Superintendent of Administrative Operations, Barb Cremin, reported that the PDRMA Loss Control Review has begun. The Grove was the first facility visited and preliminary feedback has been very positive. This review is basically a two-part process, the first is a documentation review followed by onsite visits. PDRMA's approach is very proactive throughout their review by providing helpful suggestions to staff. Barb also noted that the Emergency Operations Plan is being updated and will soon be rolled out to staff. And everything is in place "technology" wise for the pools to open on schedule.

Superintendent of Leisure Services, Bob Quill, gave an update on pool memberships. He noted the number of passes sold to date is down from last year. So, the discount period is being extended. He also noted camp enrollments are a little down but registration is going strong. Staff will be promoting the camp programs with email blasts to former campers. And to help develop the camp programs for next year, staff will survey to identify popular trends as well as to understand the shifts occurring in some camps that are seeing declining interest.

12. Matters from Commissioners

Commissioner Dan Peterson congratulated staff on the opening of the Glenview Prairie Club and also applauded the opening day's events.

Commissioner M.J. Coulson was pleased to refer to an article in a recent IPRA magazine on Partnerships which highlighted the Glenview Park District. She also noted an article in the Glenview Announcements profiling The Grove's Assistant Director, Lorin Ottlinger, and all the great work she does at The Grove and Air Station Prairie. Commissioner Coulson also recognized retiring Village Manager Kerry Cummings for her wonderful work in the community and for building a great partnership between the Park District and the Village. M.J. expressed on behalf of the Board that "the Park District has appreciated her (Kerry's) leadership, guidance and partnering spirit in all the years she served our community with excellence." Both Kerry Cummings and incoming Village Manager, Jim Patterson, will be

recognized at the June 27, 2013 Park Board meeting with Community Service Awards.

Commissioner Dave Tosh recognized and thanked his wife who was present in the audience. He also noted he is happy to see the Roosevelt ball fields being used and the pools being filled which means summer is coming soon.

Commissioner Charlie Kuhn commented that he was at the Glenview Prairie Club earlier and had heard a very positive comment from a patron and agreed with him that the facility is impressive. Commissioner Kuhn also suggested advertising in the Wilmette Beacon to promote the Glenview Park Golf Course to Wilmette residents since their golf course will soon be closed for renovations. Staff is currently working with the Wilmette Park District on a Reciprocal Intergovernmental Agreement.

Director Chuck Balling invited the Board members to attend a special 40th Anniversary recognition of the Grove Heritage Association at The Grove on June 4. The meeting begins at 7:00 p.m. He also noted that there are still openings for the June 21st Firecracker Classic, which is the Glenview Park Foundation's main fundraiser. He asked all Board members to help with promoting the event.

13. **Correspondence**

Director Chuck Balling referred to an email sent out by Cliff Huske to Board members referencing his concerns with storm water management at the Glenview Park Golf Course. Chuck will respond back to Mr. Huske to let him know the park district is working in the spirit of cooperation with the Village to help with some relief in this area. Mr. Huske will also be invited to attend any public meetings that will be held on this topic. Director Balling also noted that Nancy Bloom, the Executive Director for Youth Services, will be retiring after 20 years of service to the community. He suggested recognizing Nancy at an upcoming Board meeting.

14. **@Adjourn Sine Die – Close of 2012/2013 Fiscal Year**

Commissioner Przybylo moved seconded by Commissioner Casey to adjourn sine die and close out Fiscal Year 2012/2013 at 7:35 p.m. Roll Call Vote: Ayes: Tosh, Casey, Coulson, Kuhn, Peterson, Przybylo, Patton. Nays: None. Motion Carried.

ATTEST:

William M. Casey
Board President

Charles T. Balling
Board Secretary

Approved this 27th day of June, 2013