



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
June 23, 2011

1. Roll Call

President Angie Katsamakakis called the meeting to order at 7:28 p.m. and the roll was called.

Commissioners present: Mary Jean Coulson, Charles J. Kuhn, Daniel B. Peterson, Ted Przybylo, Angie Katsamakakis. **Note:** Commissioner William M. Casey was not present for the Roll Call but arrived at 7:40 p.m.

Commissioners absent: Bob Patton

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. Meeting Minutes

a. @Acceptance of the May 23, 2011 Finance Committee meeting minutes

Commissioner Przybylo moved seconded by Commissioner Kuhn to accept the May 23, 2011 Finance Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Przybylo, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

b. @Approval of the May 26, 2011 Regular Board meeting and Reconvened Board meeting minutes

Commissioner Przybylo moved seconded by Commissioner Coulson to approve the May 26, 2011 Regular Board meeting and Reconvened Board meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Przybylo, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Presentations

a. Adam Smiley Recognition

The Park Board recognized Adam Smiley with a Good Samaritan Award. Adam, who works at the Park Center Health and Fitness Center, helped save a lady who had fallen onto the Glenview railroad tracks. He picked her up and carried her to safety as a train was approaching. Adam's friends and family, along with members of the baseball team he coaches, were all present to see Adam receive his award.

- b. **Eagle Scout Project: Connor O'Brien**
Connor O'Brien, from St. David's Troop 32, presented to the Park Board his Eagle Scout project which involved the preparation and assembly of 50 planters using empty chlorine buckets from the Park District swimming pools and other recycled and donated materials. Connor's two goals for this project were to help the environment by using recycled material and also to help the needy. Connor and other Scout volunteers prepared and assembled the planters and put them together in planting kits with soil and tomato seedlings. The kits included instructions to show recipients how to use them and were delivered to the Northfield Township Food Pantry for distribution.

5. Officers' Reports

- a. **President**

President Katsamakakis 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 of May. He reported that 10 Certificates of Deposits were purchased at an average interest rate of .75%. Also, there were four large invoices for the month; Allstar Asphalt, Exelon Energy, Inc., PDRMA (Insurance) and PSA Dewberry, Inc. Bill noted that the year-end report from the 2010/2011 Fiscal Year will be available next month.

- c. **Attorney**

No report

- d. **Executive Director/Secretary**

- i) @Recommended State of Illinois OSLAD (Open Space Land Acquisition Development) Grant Application for Renovation of Riverside Park, in transition to be renamed Judy Beck Park, 735 Carriage Hill Road, Glenview, IL.

Director Chuck Balling noted that this grant proposal was presented at a public hearing which immediately preceded the Board meeting. He asked that the Board approve moving forward with applying for this grant.

The grant will help fund the following improvements at the park: Ecological restoration and the installation of interpretive signs to explain the different ecosystems; installation of poured-in-place rubber for playground surfacing; addition of roofs to the existing playground structure for added shade; replacing existing backstop; installation of rain gardens in the main drainage areas; new benches and trash receptacles; and addition of multi-generational game tables.

Commissioner Peterson moved seconded by Commissioner Casey to approve submitting the renovations for Riverside Park, in transition to be renamed Judy Beck Park, 735 Carriage Hill Road, Glenview, IL for the 2011 State of Illinois Open Space Land Acquisition Development (OSLAD) Grant application for the Glenview Park District. Roll Call Vote: Ayes: Kuhn, Peterson, Przybylo, Casey, Coulson, Katsamakakis. Nays: None. Motion Carried.

ii) July 4 Celebration Update

Director Balling complimented the 4th of July Commission and Fitness Center Director, Kathleen McInnis, for all her work and leadership on the Independence Day Commission which coordinates the day's festivities. Kathleen noted the theme of this year's parade is "Star Spangle Future". There will be 78 units in the parade along with 16 entertainers and 4 marching bands. Director Balling announced that Wagner Farm will have a float in the parade and Board members are welcomed to ride on the float or to sit at the reviewing stand.

iii) Firecracker Classic and 3V3 Summer Soccer Fest Update

Director Balling said the Glenview Foundation works very closely with the Park District on these two events. He felt the Firecracker Classic was the finest golf outing he has ever participated in and The Glen Club did a great job with accommodations and food. The Director acknowledged Bob Quill for all his efforts coordinating the event as well as the Foundation Committee.

Bob Quill reported that there are 105 teams registered for the upcoming 3V3 Soccer Fest this year, which is 13 teams more than last year. He also acknowledged the great community sponsorship and support for the event.

iv) Administration Building Move is Thursday June 23

The Director noted that the temporary offices for the Park District Administrative staff, beginning tomorrow, June 24th, will be at 1215 Waukegan Rd. With staff moving to these temporary offices, the renovation of the 1930 building will be moving forward. He thanked the Village of Glenview for all their cooperation and assistance with the relocation.

Director Balling reminded the Board of the upcoming Park Tour on June 30, 2011 which will begin at 5:30 p.m. at the Grove. He welcomed the public, press and anyone interested in a tour of some Park District facilities and parks along with an overview of upcoming projects to attend.

6. Matters from the Public

- a. **Martin Jablonski, 2130 Swainwood, Glenview**, addressed the Board with his concerns that the Park District is accepting an OSLAD (Open Space Land Acquisition and Development) grant from the State of Illinois in the amount of \$750,000 to acquire land near The Grove. Mr. Jablonski feels this potential land acquisition should have citizen input through a Referendum to determine if the residents want the Park District to spend money on purchasing land in these tough economic times. He also feels the Park Board should not be taking money from the State to purchase land, since the State of Illinois is not fiscally stable and this funding could be used for more pressing needs. Director Balling noted that funds from OSLAD can only be used for land acquisition and development and the State cannot use OSLAD funds for any other purposes. Mr. Jablonski acknowledged that presently that may be the way OSLAD funds are allocated, but feels this will soon change and the Park District should lead by refusing to accept the grant funding. The Board, in making their decision to apply for this grant, determined this potential land acquisition would benefit the residents of Glenview through preserving pristine land

that has both ecological and historical value to The Grove and our community and would protect it for generations to come. The Board thanked Mr. Jablonski for his comments.

7. @Consideration to approve Accounts Payable: \$2,004,481.46

Commissioner Przybylo moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of May, 2011 in the amount of \$2,004,481.46. Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Kuhn, Katsamakias. Nays: None. Motion Carried.

8. @Consideration to approve Consent Agenda items

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

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

a. Approved Ordinance 2011-16 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 Ordinance 2011-17 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 2011/2012 Annual Recommendations for Glenview Ice Center

9. Committees Reports and Recommendations

a. Combined Recreation, Museum & Swimming Pools (*Chair Bob Patton, Commissioners Charlie Kuhn/Angie Katsamakias*) and Administrative Operations (*Chair M.J. Coulson, Commissioner Dan Peterson*)

i) @Park Center Health and Fitness Expansion GMP (Guaranteed Maximum Price) \$1,642,283

Director of Recreation Services, Jason Hickman, presented the floor plans for the Fitness Center expansion. He noted renovations should begin on August 1 with an anticipated completion date of February 2012. Director Balling acknowledged that funding for this project will come from the Recreation Fund balance.

Superintendent Bob Quill remarked that the Fitness Center is the financial engine

for Park Center and the continuing growth of Fitness Center memberships helped to contribute to these fund balances.

Commissioner Peterson was concerned with the new proposed drop-off area. He felt cars coming from opposite directions entering into the drop-off area may cause a safety risk. Commissioner Casey also felt the area should be used for drop-off only and not a ten-minute parking area. Jason said staff would monitor the activity in the area and also post signs to help direct motorists and patrons.

Commissioner Peterson moved, seconded by Commissioner Casey, to accept the Recreation, Museum & Swimming Pools Committee recommendation to approve the Park Center Health and Fitness Expansion Guaranteed Maximum Price for construction in the amount of \$1,642,283 that was based on public bids for all major trades. W.B. Olson, Inc. will be the Construction Manager at Risk and hold all contracts for this project. Roll Call Vote: Ayes: Przybylo, Casey, Coulson, Kuhn, Peterson, Katsamakidis. Nays: None. Motion Carried.

Commissioner Casey asked for an explanation of GMP (Guaranteed Maximum Price). Director Balling explained that the Construction Manager at Risk bids all sub contracts for the project and makes a determination of what the total construction expenses will be. He then gives the owner (the Park District) a GMP for construction. If at the end of the project the total dollar amount for construction costs is lower than the GMP, excess money is returned to the owner. If items are added that are outside the scope of the original work, those costs are not part of the GMP and a change order would need to be approved for the increased costs. The Construction Manager at Risk also holds all contracts and liability. Building Director, Jerry Aulisio, explained that there are also contingencies in the contract. There are both construction manager and owner contingencies which are available for unforeseen conditions. If contingencies are not used, the total cost of the project will be less since all contingency monies go back to the Park District.

ii) @Administrative Office Renovation GMP (Guaranteed Maximum Price)
\$2,979,246

W.B. Olson, Inc. has provided its GMP for the office project. Superintendent Bob Quill explained the GMP is set at \$2,979,246. He acknowledged that it is over the proposed budget by approximately \$250-\$260,000. Even though, we are financially able to fund this amount, staff will be looking to reduce the project, if possible and cost effective, through scope changes and others means to get it back on budget. However, the Committee is recommending approving the GMP as proposed to get the project going and keep it on track. The GMP does not include the design fees, furniture, fixtures and equipment costs and Owner's Representative costs which brings the total estimated projected cost to \$3,773,347. Director Balling noted the financial outline that shows the various funding sources that will be used for this project. They are: the planned use of Strategic Planning Bond proceeds; capital development reserves; capital replacement funds designated for the Administration Office; the Museum Fund

for the historic preservation portion of the project and the Special Recreation Fund for ADA improvements.

Commissioner Przybylo asked if unforeseen conditions have been estimated. Jerry Aulio commented that most are known at this time but cost for any unforeseen conditions would be covered with the contingencies. Jerry also noted that a new sewer line will be placed before construction begins and an allowance has been allocated for that expense.

Commissioner Casey moved, seconded by Commissioner Peterson, to accept the Recreation, Museum & Swimming Pools Committee, which consisted of five of the seven Commissioners, recommendation to approve the Administrative Office Renovation Guaranteed Maximum Price for construction in the amount of \$2,979,246 that was based on public bids for all major trades. W.B. Olson, Inc. will be the Construction Manager at Risk and hold all contracts for this project. Roll Call Vote: Ayes: Casey, Coulson, Peterson, Przybylo, Katsamakidis. Nays: None. Abstain: Kuhn. Motion Carried.

iii) @Glenview Park District Policy No. 7.65: Lottery Registration and Non Resident Fees

Jason Hickman explained the joint Recreation, Museum & Swimming Pools and Administrative Operations Committee recommendations for updating Policy No. 7.65. One of the recommendations is for the non-resident rate for programs to be 25% above resident rates with a maximum of up to \$150.00 for an individual program. This recommendation does not include any memberships, daily fees or drop-in programs. Also recommended by the joint committee was to abolish the practice of the registration lottery unless deemed necessary by staff for individual programs.

Commissioner Peterson felt the non-resident rate and lottery recommendations are two separate issues and should be addressed separately. He would like to see more detailed information to determine which programs may still benefit from a lottery. He feels some residents may be left out of programs with a first come first serve enrollment process. Superintendent Bob Quill pointed out that the updated policy will still allow staff to use the lottery for a program if they feel it is required.

Since it was determined that registration information in the upcoming fall brochure would not be affected if the revised policy was not approved at this time, the Board requested more detailed information on lottery programs and did not take any action on Agenda item 9.a.iii).

iv) @Soft Drink and Snack Vending Contracts

Commissioner Casey moved, seconded by Commissioner Kuhn to accept the Recreation, Museum & Swimming Pools Committee recommendation to approve Mark Vend, Northbrook, IL, for the Park District's Snack Vending Contract. Roll Call Vote: Ayes: Kuhn, Peterson, Przybylo, Casey, Coulson,

Katsamakidis. Nays: None. Motion Carried.

- v) Committee Update
No Report

10. Staff Reports

Superintendent of Park Services, Fred Gullen, commented that besides the 3V3 Soccerfest happening this weekend there was also the Thunderbolt Fastpitch Tournament being held at Community Park West. He also reported that Park District Parks Supervisor, Mike Moorman, has accepted the position of Superintendent of Parks for the Vernon Hills Park District. Mike has worked for the Glenview Park District for over 25 years and was a dedicated employee. Fred acknowledged a lot of tree damage at all of the parks from the recent storm along with power outages at many facilities.

Superintendent of Special Facilities, Cheryl Deom, reported that a Boxelder tree came down at the Golf Course during the recent storm along with many tree branches. She also reported that the Golf Course lost power and phones, but play was still going on. The Tennis Club was closed temporarily due to a power outage but is now open.

Cheryl noted the upcoming Chicago Open Figure Skating competition at the Ice Center, which has skaters coming from all over the country and as far away as China. Cheryl also commented on Open Kitchen's Inc. efforts to accommodate the morning Rotary Club's breakfast on Thursday. Since the Café was without power, Open Kitchen's staff prepared a hot breakfast at their other facility and transported it over to the Cafe. Open Kitchens will also have a satellite site on the golf course for the July 4th fireworks.

Cheryl reported that marketing intern, Jonathan Lee, has been very busy working on social media for the Golf Courses and he is also planning the upcoming National 9 ten-year anniversary celebration scheduled for July 10. She also reported that plans are moving along on the water retention co-project with the Village of Glenview on Holes 1 & 3 at the Golf Course. Cheryl will be scheduling an upcoming Special Facilities Committee meeting to address this project.

Superintendent of Administrative Operations, Barb Cremin, reminded the Board that the Finance Committee of the Whole meeting is scheduled for Monday, June 27 at 6:00 p.m. at Park Center. *(This meeting has since been cancelled and is rescheduled for Monday, August 22 at 6:00 p.m. with room location still to be determined)*. Also, staff is working to get the State of Illinois Link Food Stamp Program accepted at the Wagner Farm Farmers Market.

Superintendent of Leisure Services, Bob Quill, noted the Annual Dairy Breakfast at Wager Farm was very successful with attendance up from last year. Also, the Grove Carriage House project is almost complete with the exception of some punch list items.

Jason Hickman, Director of Recreation Services, gave a brief update on camp enrollments and pool passes. He noted pool passes are just under last year's totals at this time, but feels they should catch up with some warmer weather. Traditional camp enrollments are down approximately 175 to date. Jason noted that he is working on a

new report format that will give a better picture of camp and clinic enrollments with more detail, i.e., comparative numbers.

11. Matters from Commissioners

Commissioner Ted Przybylo commented on the recent Dairy Breakfast. He was pleased with how well it was coordinated and the great sponsorships, how nice Wagner Farm looked, and was happy to see the 4 H Club kids and all the animals. He also commended staff for all their efforts in the recent move of staff and equipment to the temporary offices. Ted complimented Open Kitchens, Inc. for their hosting of the recent Optimist Golf Outing. He acknowledged the food, service and presentation was all done very well. He did note however that the beverage presentation could be improved upon.

Commissioner M.J. Coulson attended a recent Grove Heritage Association meeting at The Grove and commented on how beautiful the new Carriage House and Pavilion are. She encouraged the other Board members to visit.

Commissioner Dan Peterson commented about the new Community Park West (CPW) ballfields and feels the distance from the fields to the restrooms is too far and the Board may want to consider added some restrooms closer to the pinwheel. Director Balling noted additional bathrooms are on the Master Plan for the second phase implementation of CPW. And, there are bathrooms currently accessible to the public in the new maintenance facility. Commissioner Peterson also noted a concession stand or vending machine would be welcomed on a hot day by those playing and watching the games. He also suggested a drop-off area be considered off of Central Road since it is a long way to the ballfields from the Milwaukee Avenue entrance.

President Angie Katsamakias was please with all the new programs that are being offered in the Park District's fall brochure.

Director Balling noted that the Gallery Park spray ground is being renovated and the Village of Glenview will be paying for those renovations.

12. Correspondence

None

13. @ 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 Peterson to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 9:45 p.m. to review minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6). Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Kuhn, Katsamakias. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 9:50 p.m.

Commissioner Coulson moved seconded by Commissioner Casey to adjourn the Executive Session and move back into Open Session at 10:48 p.m. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Casey, Katsamakias. Nays: None. Abstain: Przybylo. Motion Carried.

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

None

15. Adjourn

The Open Session was immediately adjourned at 10:48 p.m. On Voice Vote: All present voted Aye.

ATTEST:

Angie Katsamakias
Board President

Charles T. Balling
Board Secretary

Approved this 28th day of July, 2011

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