



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
August 25, 2011

1. Roll Call

President Angie Katsamakakis called the meeting to order at 7:04 p.m. and the roll was called.

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

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 visitors.

2. A Moment of Silence was observed

3. Meeting Minutes

a. @ Consideration to accept the July 22, 2011 Special Facilities Committee meeting minutes

Commissioner Patton moved seconded by Commissioner Casey to accept the July 22, 2011 Special Facilities Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

b. @ Consideration to approve the July 28, 2011 Regular Board meeting minutes

Commissioner Coulson moved seconded by Commissioner Casey to approve the July 28, 2011 Regular Board meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Peterson, Casey, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

c. @ Consideration to accept the August 15, 2011 Recreation Committee meeting minutes

Commissioner Casey moved seconded by Commissioner Patton to accept the August 15, 2011 Recreation Committee meeting minutes. Roll Call Vote: Ayes: Kuhn, Patton, Casey, Coulson, Katsamakakis. Nays: None. Abstain: Peterson. Motion Carried. (Copy of minutes filed herewith.)

4. Presentations

a. Eagle Scout Presentation: Ryan Dooner

Ryan Dooner did not attend the Board meeting.

b. **Eagle Scout Presentation: Benjamin Lee**

Fred Gullen introduced Benjamin Lee. Benjamin is a Life Scout in Troop 2 from Wilmette. He showed a PowerPoint presentation on his Eagle Scout project which was to seed approximately one acre of native prairie plants in West Fork Park. Ben noted his three goals were to eliminate weeds and other foreign elements, prevent the spreading of weeds onto the base of the river and to introduce low prairie seed mix to the area. Ben along with 30 volunteers seeded the acreage and applied a layer of humus and erosion control fabric. After just a few months, new grass is already emerging on the site. President Katsamakakis thanked Ben for all his hard work.

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 July. He reported that there were seven large invoices for the month: Williams Architects, PSA-Dewberry Inc., Allstar Asphalt, A Lamp Concrete Contractors, Exelon Energy, Inc., Loerber Motors Mercedes Benz, and PDRMA (Insurance).

c. **Attorney**

No report

d. **Executive Director/Secretary**

i) Illinois Association of Park Districts Gala Award Nominations

The 2011 *Best of the Best Awards Gala* will be held the evening of Friday, October 14 at the Wheeling Park District's Chevy Chase Country Club. Director Balling noted that the Park District will be nominating the Perk Center for a Partnership Award and the Village of Glenview for an Intergovernmental Cooperation Award for the transfer of Gallery Park.

ii) HB3343: FOIA Exemption for Child Information Restored

The Freedom of Information Act will now exempt the names, addresses, and other personal information of children that are enrolled in the programs of park districts, forest preserve districts, conservation districts, recreation agencies, and special recreation associations from the inspection and copying requirements of the Act. The Director noted Commissioner Casey advocated for this exemption to be restored and Attorney Witwer wrote a position paper on its importance which was used by the Illinois Association of Park Districts to help in legislating for this change. Representative Daniel Biss sponsored this Bill. We appreciate all his efforts in getting this Bill passed and his continuing support of the Glenview Park District.

iii) Glenview Park Golf Course Hole No.1 and 3 Drainage Improvements and Neighbor & Meeting Updates

Cheryl Deom noted that bids were opened for this project by the Village staff on Wednesday. The bids came in over budget, and are currently being reviewed. This is a Village of Glenview project and bid.

iv) **Character Counts and Glenview Park District Co-sponsored Community Forum on Youth Sports**

The Director announced this co-sponsored Community Forum is scheduled for Thursday, October 6, 7:00 p.m. at the Park Center Lakeview Rooms and Friday, October 7, 9:00 a.m. at The Glen Club. He noted the current trend nationwide is to professionalize youth sports. This forum will help to show the importance of Park District programs that emphasize fun, character building, sportsmanship and the recreational aspects of youth sports and concept that everyone gets to play. The Director hopes this forum will also open up a dialogue among parents, coaches, and the sports organizations on this important topic.

Director Balling also reminded the Board about the upcoming 911 Remembrance Ceremony that is scheduled for 7:00 p.m. at Gallery Park on September 11. This is a combined effort by the Village, Park District, Glenview State Bank, Glenview Freedom Memorial Committee, and a group of citizen volunteers to commemorate the first responders who lost their lives on September 11, 2001. Bob Quill gave a brief overview of the evening's planned events.

6. Matters from the Public

None

7. @Consideration to approve Accounts Payable: \$2,800,476.53

Commissioner Patton moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of July, 2011 in the amount of \$2,800,476.53. Roll Call Vote: Ayes: Patton, Peterson, Casey, Coulson, Kuhn, Katsamakias. Nays: None. Motion Carried.

8. @Consideration to approve Consent Agenda items

President Katsamakias asked Commissioners if they had any questions regarding the Consent Agenda. Commissioner Casey asked if the Board would like to consider renaming Riverside Park, Judy Beck Riverside Park or just Judy Beck Park. The Board concurred with the name Judy Beck Park.

With there being no other questions, President Katsamakias asked for a motion to approve the Consent Agenda.

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

a. Approved Resolution No. 2011-19: Renaming of Riverside Park to Judy Beck Park.

The Glenview Park Board wishes to recognize Judy Beck, one of its most dedicated and distinguished board members serving for 32 years, by renaming Riverside Park in her honor. Resolution No. 2011-19 finalizes this official action in accordance with Glenview Park District Policy.

- b. **Accepted a Recreation, Museum & Swimming Pools Committee recommendation to accept the Fitness Center Equipment Purchases from Woodway USA, Waukesha, WI, in the amount of \$29,383.55 and Direct Fitness, Mundelein, IL, in the amount of \$29,600.00.**

The bid openings took place on Thursday, May 19 at 11:00 a.m. Two companies submitted bids.

- c. **Accepted a Recreation, Museum & Swimming Pools Committee recommendation to accept the Uniform Bid from Windy City Silkscreen, Chicago IL, in the amount of \$25,882.80.**

The bid opening took place on Monday July 25 at 1:00 p.m. Three companies submitted bids. Windy City Silkscreen was the lowest responsible bidder.

- d. **Accepted a Recreation, Museum & Swimming Pools Committee recommendation to accept the revised Glenview Park District Senior Club By-Laws.**

These bylaws were updated with the Senior Center Club Board's input to reflect current practices.

- e. **Accepted a Staff recommendation to accept the bid from Alexander Equipment Co, Lisle, IL, in the amount of \$39,495 for a Brush Chipper.**

The bid from Alexander Equipment was the lowest bid on a Morbark M15R chipper which is the best model to meet the Park District's on-going heavy duty brush chipping needs.

- f. **Approved Ordinance No. 2011-20: Liquidation of Personal Property.**

This is a housekeeping item to dispose of unneeded Park District equipment.

9. Committees Reports and Recommendations

- a. **Buildings, Grounds & Park Services (*Chair Bill Casey, Commissioners Dan Peterson/Angie Katsamakis*)**

- i) Introduction of Jim Warnstedt: New Park Services Supervisor

Fred Gullen introduced Jim to the Board. For the past 10 months, Jim has been working at the Park Center as Supervisor of Buildings and Grounds and now will replace Mike Moorman, who recently accepted the Superintendent of Parks position with the Vernon Hill Park District. Jim has been in the Parks and Recreation field for 14 years.

- ii) Committee Update

Fred Gullen reported on the progress of the new Roosevelt sports lights. He noted the civil and electrical engineers, representatives of the local sports groups, and Park Services staff met to go over the lighting plan. Some things being considered are an alternative routing of the electricity and the ability to replace the light poles without damaging the fields due to the heavy vegetation. The light poles are being reduced from 14 to 9. The bids will be brought to the October Board meeting for consideration. In addition, a light will be placed on the Roosevelt Pool building to help light the walkway and steps in that area.

b. **Finance** (*Chair Bob Patton, Commissioners Ted Przybylo/Angie Katsamak*)

i) Financial Planning

Commissioner Patton reported that the Finance committee met on Monday, August 22, to discuss the district's financial status. He noted the District has an Aaa rating and healthy reserves. The Committee also discussed the tax levy and how to minimize tax payer's burden. The Director noted a lot of research was done by Barb Cremin and her staff in preparation for this Finance meeting.

ii) Committee Update

No report

c. **Recreation, Museum & Swimming Pools** (*Chair Bob Patton, Commissioners Charlie Kuhn/Angie Katsamak*)

i) Construction Project Updates

Bob Quill gave a brief update and shared some construction photos of the five main projects that are currently underway at the Park District.

- Administration Building Renovation

Bob reported that a change order of \$31,661 was needed for the Administration Building due to additional asbestos being found. The initial estimate for asbestos removal was \$30,000. Because of the timing of its removal, staff approved the order since contingency funds will be able to cover the additional costs. A change order will be brought to the Board at the September meeting. Bob also reminded the Board that when the Guaranteed Maximum Price for this renovation was approved, it was over budget due to the bids coming in higher than expected. At the time, it was discussed that staff would try to identify scope or value engineering opportunities that would help lower the total cost of the project. Of the \$214,651 that was over budget, staff has found \$139,727 that can be cut and are now within \$75,000 of our target.

The renovation began in earnest on August 1 with an anticipated completion date of April 2012. Landscape has been removed and much has been replanted elsewhere by staff. The demolition is making progress and it should take another three weeks to completely gut the inside. Bob noted there were no original plans for the building ever found, so the original layout is unknown.

- The Park Center Addition

Bob reported that another change order is required for the Park Center Fitness project. It was decided it would be cost effective to include repairs to the Splash Landings roof at this time. The change order will be for \$61,282. The money to cover this additional cost will come from remediation funds. A change order will be brought to the Board at the September meeting.

The fitness addition began on March 1 and will add an additional 4,000 sq.ft. for group exercise and specialty classes. Currently, protected areas are being built to shelter mechanicals during the construction process. Also the district's servers, which are located at Park Center, have been moved to a secure area. President Katsamak thanked Jason Hickman and Jim Warnstedt for all their preparations in getting the building ready for construction.

- **The Grove Pavilion**
Bob acknowledged that the new Pavilion has been a huge hit with many events already taking place. He commended The Grove staff for all the building's artistic embellishments that they worked on and created on their own time. There is however an issue with the concrete walkways, which will be replaced in October at the expense of the sub contractor due to poor workmanship.
- **Willow Park Fieldhouse**
Bob noted this project began in July, but weather has delayed some of the work. This project is a joint effort with NSSRA (Northern Suburban Special Recreation Association) to provide a fieldhouse that is ADA compliant for use by NSSRA patrons as well as the residents of the district. Two new features of the fieldhouse are "outside access only" bathrooms along with an ADA accessible kitchen.
- **Wagner Farm Shed**
Bob reported that the talented farm staff is building this shed. It will be located directly across from the farm house and will fit in with the historic look of the other buildings. The building will be used for farm sales and educational demonstrations as well as for storage.

ii) **Committee Update**
No Report

10. Staff Reports

Superintendent of Special Facilities, Cheryl Deom reported that a leadership meeting was held with members from the various golf leagues to review the master plan improvements for the golf course. The members were happy with the proposed plans and thanked the Board for elevating the drainage issues to a high level. Director Balling noted that this member group will also be asked to serve on an ad hoc committee that will continue to review the proposed Master Plan improvements for the golf course. Cheryl also announced that the annual fall youth golf fundraiser will be taking place on October 1 with more details to follow.

Superintendent Barb Cremin said auditors will be present at the next Finance Committee to go over the results of the audit and the committee will review the time table for the annual rollover bonds. Barb also noted that new legislation affecting IMRF retiree benefits has passed and she will be following up on this to get specifics on the new calculations. In addition, staff is working on getting proposals for an ADA compliance audit which will be required by all park districts next year. Barb also updated the Board on the Prevailing Wage Law.

Superintendent of Leisure Services, Bob Quill, noted that Flick Pool has closed for the season and Roosevelt Pool will continue to be open on the weekends through Labor Day. He reported that the pools had a great July with August being just average. He also acknowledged staff has been working with GTAC (Glenview Titan Aquatic Club) parents on the proposed ideas that are being discussed with the school district for the future of the swim team. Bob noted that any proposed changes, if finalized, will not take affect until the 2012 swim season.

11. Matters from Commissioners

Commissioner M.J. Coulson complimented staff on the beautiful landscaping around the Park Center and the district’s other facilities and noted it makes a wonderful environment for the community.

Director Balling spoke about some residents showing an interest in having garden plots and possibly locating them at the east garage location. However, he noted that the final use of that site could take many months to decide. Toll Brothers Builders offered plots to residents this spring, but may not continue to do so. He asked the Board for feedback on what next steps should be taken. Commissioner Coulson suggested getting some of the residents who have showed an interest involved in the research. Commissioner Peterson asked if another sponsor or community partner may be available. Commissioner Kuhn feels this subject should continue to be considered and gave some ideas on how other districts have approached this issue. The Board concurred that there is no urgency, since the season is over, but staff could draft an outline and bring it to a Recreation Committee for review. Director Balling felt the feedback from the Board gave staff the direction they needed to move forward.

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)

No Executive Session was convened

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

None

15. Adjourn

Commissioner Patton moved seconded by Commissioner Casey to adjourn the Open Session at 8:45 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Angie Katsamakos
Board President

Charles T. Balling
Board Secretary

Approved this 22nd day of September 2011

j:\park board\2011 board reg session minutes\regular meeting minutes of the glenview park district board of commissioners-08-25-2011.doc