



## GLENVIEW PARK DISTRICT BOARD MEETING

@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
September 27, 2012

### 1. Roll Call

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

Commissioners present: William M. Casey, Angie Katsamakis, Charles J. Kuhn, Daniel Peterson, Robert Patton.

Commissioners absent: Mary Jean Coulson, 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 and Facility Services Jim Warnstedt, 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. @Approval of the August 16, 2012 Buildings, Grounds and Park Services Committee meeting minutes

Commissioner Katsamakis moved seconded by Commissioner Casey to approve the August 16, 2012 Buildings, Grounds and Park Services Committee meeting minutes. Roll Call Vote: Ayes: Casey, Katsamakis, Kuhn, Peterson, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

#### b. @Approval of the August 23, 2012 Regular Board meeting minutes

Commissioner Peterson moved seconded by Commissioner Katsamakis to approve the August 23, 2012 Regular Board meeting minutes. Roll Call Vote: Ayes: Katsamakis, Kuhn, Peterson, Casey, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

### 4. Presentations/Recognitions

#### a. @Approved Resolution 2012-19: Illinois Department of Natural Resources

Director Balling commented that the Park District wanted to recognize the Illinois Department of Natural Resources (IDNR) for their commitment to enhance outdoor recreation opportunities for the people of Glenview with the many grants IDNR has given to the park district for land acquisition, trail development, museum exhibits and more. This Resolution will be presented to the Director and Assistant Director of the IDNR on October 7 at 2:00 p.m. at The Grove's annual Grovesfest.

Commissioner Kuhn moved seconded by Commissioner Casey to approve Resolution 2012-19 recognizing the Illinois Department of Natural Resources. Roll Call Vote: Ayes: Katsamakakis, Kuhn, Peterson, Casey, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

## 5. Officers' Reports

### a. President

President Patton 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 August. He noted there were 10/\$250,000 CDs purchased at an average interest rate of 0.60%. There were seven large invoices for the month; Alexander Equipment Co. Inc., Clean Cut Tree Service, Exelon Energy, Inc., Image Systems & Business, W.B. Olson, Inc., PDRMA (Insurance) and Rieke Office Interiors. Bill commented that all park district finances are right where they should be.

### c. Attorney

No report

### d. Executive Director/Secretary

#### i) Update on April 9, 2013 Election Process for Park Board Commissioners

Director Chuck Balling explained there are two Park Board seats open for the April 9, 2013 Consolidated Election; Commissioners Katsamakakis and Patton. Information on the filing process for candidates is posted on the Park District website and available at the Park District Administration Building during regular business hours.

#### ii) IAPD/IPRA Community Service Award Nominations

Director Balling noted that each year the park district nominates individuals/groups/volunteers for Community Service awards to recognize their above and beyond efforts in assisting the Glenview Park District and their community. The Director asked the Board to submit names of those who they feel should be recognized.

#### iii) Annual Registration and Attendance Report

Director Balling referred to the annual registration and attendance report and asked for any questions from the Board. He noted he is always impressed with these reports each year.

#### iv) Annual Donations and Grants Report

Director Balling noted that last year was the best year for the amount of grant proceeds to the Park District, but on an average, the district receives about \$1.5 million in grants annually. He said staff has done an outstanding job acquiring sponsorships from local businesses, applying for grants and partnering with local agencies to keep costs down and increase alternate revenue to the district.

## 6. Matters from the Public

None

**7. @Consideration to approve Accounts Payable: \$2,794,411.64**

Commissioner Patton moved seconded by Commissioner Peterson to approve payroll and accounts payable for the month of August, 2012 in the amount of \$2,794,411.64. Roll Call Vote: Ayes: Kuhn, Peterson, Casey, Katsamakias, Patton. Nays: None. Motion Carried.

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

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

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

**a. Accepted Ordinance 2012-18: Liquidation of Personal Property**

This is a house keeping item to sell unneeded Park District equipment.

**b. Approved the following truck purchases from the 2012 State of Illinois Joint Purchasing Program:**

<b>Truck Model</b>	<b>State of Illinois Joint Purchasing Contract No.</b>	<b>Vendor</b>	<b>Price</b>
Ford F150 4X4	4016059	Morrow Brothers Ford	\$25,724.00
Ford F350 4X4	4015998	Morrow Brothers Ford	\$28,814.00

As a local unit of government, the Glenview Park District is eligible to purchase certain items from The State of Illinois Joint Purchase Contracts. This results in significant savings off the list price for items such as work trucks. As a Joint Purchasing Program member, the Glenview Park District can place orders directly with the vendors. These purchases are replacement units and will be paid for out of the 2012-2013 Capital Replacement Fund.

**c. Accepted the Fourth of July Committee recommendation to add Robin Andrews as a Committee member**

Robin will serve a 3-year term beginning with the October 9th, July 4th Committee meeting. The Fourth of July Celebration Committee is an appointed group of citizens who assist the Park District in presenting the annual Independence Day celebration each year. One of their prime responsibilities is to raise funds to help support the event.

**9. Committees Reports and Recommendations**

**a. Finance (*Chair Bob Patton, Commissioners Ted Przybylo/Dan Peterson*)**

- i) Accepted a Finance Committee recommendation to accept the 2011-2012 Glenview Park District Comprehensive Annual Financial Report for the year ended April 2012.

Superintendent Barb Cremin commented that the park district's auditor, Lauterbach & Amen, LLP attended the September 24th Finance Committee and reviewed the entire audit with the committee members. The park district was

given an “unqualified opinion” which means the financial statements were presented fairly and no material weaknesses were identified during the financial audit. It was also noted that the park district complied with the requirement to implement GASB 54 (which sets standards for fund balance reporting and the definition of governmental funds types) and received an (Aaa) bond rating as well as the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for four years in a row. Director Balling reported that the auditors commented on the following two positive trends: the park district is paying off debt and net assets are increasing. President Patton congratulated Barb Cremin and Nicole Hopkins for all their work on the audit. Commissioner Casey pointed out that this year’s audit was very easy to read.

Commissioner Casey moved seconded by Commissioner Kuhn to accept the 2011-2012 Glenview Park District Comprehensive Annual Financial Report for the year ended April 2012. Roll Call Vote: Ayes: Casey, Katsamakakis, Kuhn, Peterson, Patton. Nays: None. Motion Carried.

ii) Estimated Tax Levy

Superintendent Cremin read into the minutes an estimate of the tax levy for 2012 as required by the Truth in Taxation Act. This levy determines the taxes available for park district operations for fiscal year 2013-2014.

The estimated levy amount is \$15,955,609, an overall increase of 2.92% or \$452,087 which includes \$222,190 of tax revenue from new growth, which may or may not materialize, a \$367,715 increase to reflect the CPI of 3% which is allowed under the tax cap and a reduction of \$137,817 in the non-capped funds primarily due to lower bond payments. The levy will be reduced by Cook County if the estimated new growth does not materialize.

Excluding new growth, the increase would be 1.4% or \$229,898 over last year’s extension. The final tax levy ordinance will be submitted to the Park Board for additional discussion and consideration to approve in November.

President Patton acknowledged discussions were held to consider keeping the levy at 0% as was approved for 2012 but the committee felt it did not make financial sense at this time. However, the Board will carefully consider the 0% increase every year.

iii) Bond Refinancing Update

The bond sale for the advance refinancing of a portion of the Series 2005 bond took place Wednesday, September 19. Eight bids were received which ranged from 1.4998% to 1.8376%. The lowest bid was received by Raymond James & Associates, Memphis Tennessee. The District achieved a debt service total savings of \$1,567,029 or \$130,585 per year from this refinancing for the next 12 years. This was a very favorable savings for the park district.

iii) Committee Update

Staff has renegotiated the park district's electricity contract with Direct Energy which will yield an annual savings of \$78,000 over current costs.

b. **Recreation, Museum & Swimming Pools** (*Chair Charlie Kuhn, Commissioner Angie Katsamak*)

- i) @Consideration to approve the Intergovernmental Agreement between the Village of Glenview and Glenview Park District regarding storm water detention project at Flick Park

Superintendent Bob Quill explained that this proposed IGA will allow the Village of Glenview to address a drainage issue immediately west of the park and will help fund an emergency backup sump system for the Flick Park Aquatic Facility filter room. He acknowledged it is a "win win" for both agencies.

Commissioner Casey moved to accept a Recreation Committee recommendation to approve the Intergovernmental Agreement between the Village of Glenview and the Glenview Park District regarding storm water detention at Flick Park. Roll Call Vote: Ayes: Katsamak, Kuhn, Peterson, Casey, Patton. Nays: None. Motion Carried.

**10. Staff Reports**

Superintendent of Park & Facility Services, Jim Warnstedt, reported that the new Roosevelt Park lights are now all in with just a small amount of concrete work still to be done and the landscaping to be completed tomorrow. Commissioner Casey observed that there is no light spill over and he is very happy with the results. Director Balling noted a resident, who was initially concerned that the lights would spillover onto the neighbors' homes, was also very pleased with the results and wrote a letter to the Director expressing her appreciation. Director Balling complimented Jim and Ken Wexler for all the thoughtful planning that went into this project. Director Balling explained that liners have been ordered for the outdoor ice rinks at Roosevelt Park and the lights will also focus directly on the rink. Jim noted a structural analysis of the light poles at Flick Park is now underway.

Jim also reported that the playground at Flick Park is on track with about 3-4 weeks left to complete. The Manor Park fieldhouse renovations are going well with the plumbing completed and HVAC work to begin next week. The fieldhouse work will be finished and ready for the November 6 election. Jim also reported that the remaining walls and chimney stack at 1100 Roosevelt (former maintenance garage) have been demolished and the site is now clean and ready to be used for storage.

Superintendent of Special Facilities, Cheryl Deom, announced that the National 9 course closed on Sunday, the construction fence went up on Tuesday, signage is displayed, the construction trailer is now onsite and the rerouting of the irrigation has been completed. The Village of Glenview inspection is scheduled for tomorrow and will all permits in place, moving of dirt will begin on Monday. Cheryl also reported that the first Advisory Paddle Tennis Committee, consisting of nine members, is scheduled to meet on Monday. Finally, Cheryl remarked that she and staff are currently working on Paddle and Tennis annual recommendations.

Superintendent of Leisure Services, Bob Quill, acknowledged that a Special Revenue Facilities Committee will be held on Tuesday, October 2 at 8:30 a.m. at 1930 Prairie St. to review the proposed Intergovernmental Agreement (IGA) with the Village of Glenview for storm water management in relation to the proposed Mater Plan improvements to be made at the Glenview Park Golf Course. A press release on this topic went out to the community along with golfers being notified of this proposed intergovernmental project which would not commence until 2013/2014.

Bob also reported that the quarterly Glenview Park Foundation (GPF) meeting is scheduled for Saturday, September 29. The foundation raised \$60,000 between this year's Firecracker Classic and 3V3 Soccerfest. At the meeting, the members will discuss new projects and long-range fundraising. Commissioners are encouraged to submit any project funding ideas they may have. The foundation's anticipated Jackman Park Plaza renovation is currently on hold as the Village does a traffic analysis of Lehigh Road.

Bob was happy to report record numbers in attendance at Wagner Farm events this year with 601 attending the recent "Build your own Scarecrow" activities and 1600 attending the Harvest Bonfire. The last Wagner Farm event this year is the Corn Harvest festival on October 20. The Grove's fall events are Grovesfest on October 7 and the Holiday Craft Fair beginning November 1. And finally, Park Center will be hosting the annual Spooktacular on Friday, October 19.

#### **11. Matters from Commissioners**

Commissioner Angie Katsamakidis will be volunteering at Grovesfest on October 7. Commissioner Dan Peterson will also be attending.

Commissioner Kuhn congratulated Superintendent Cheryl Deom for all her efforts on the National 9 Clubhouse and Paddle Tennis project. He also recognized Egg Harbor for their continued sponsorship of the annual Wagner Farm Dairy Breakfast. Director Balling also recognized ABT for their repeated sponsorship of The Grove's annual fall events.

Commissioner Kuhn would also like staff to continue their consideration and research on the concept of repurposing water from the swimming pools to be used for landscaping and possibly Fire Department use and/or training.

Commissioner Casey wanted to acknowledge and congratulate staff and especially Todd Price for their forward thinking years ago in regards to advocating for Wagner Farm to be part of the Glenview Park District. The farm's success is remarkable and it has become an enormous asset to the community. He also acknowledged the voters who approved the tax referendum to purchase the farm.

President Bob Patton commented that a Glenview Women of Today member approached him to admit how very skeptical she was of moving the Farmers Market from downtown to the farm but is so glad with how successful it has become.

Director Balling commented on the next Strategic Planning process. He noted an Interest & Attitude survey would go out to the community next fiscal year which will kick-off the process and collect feedback from our residents. He recommends following the same process

as before. A Committee will be formed of Commissioners and community members to discuss the survey results and develop a new Strategic Plan which will set the direction of the Park District for the next three years.

Director Balling referenced the new online Grove “Leaf” newsletter which has many good articles and encouraged board members to take a look at it. He also reported that he along with Commissioner Kuhn and marketing staff met with the Chamber of Commerce Director to discuss the reality of aging baby boomers and how to keep and attract retiring active adults to Glenview. Director Balling acknowledged that the park district’s tree memorial program is being revitalized by staff with a plan to centralize the memorials in the future.

## 12. Correspondence

None

## 13. @Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (sub-section c21), Discussion of claims, loss and risk management information, data, consultation and/or communications with the District’s self-insured intergovernmental risk management association (c12)

Commissioner Casey moved seconded by Commissioner Katsamakakis to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 7:58 p.m. to discuss minutes (c21), claims, loss and risk management information, data, consultation and/or communications with the District’s self-insured intergovernmental risk management association (c12). Roll Call Vote: Ayes: Katsamakakis, Kuhn, Casey, Patton. Nays: None. Abstain: Peterson. Motion Carried.

After a short break, the Executive Session convened at 8:05 p.m.

Commissioner Dan Peterson left the Executive Session at 8:20 p.m.

Commissioner Casey moved seconded by Commissioner Kuhn to adjourn the executive session and move back into Open Session at 8:45 p.m. Roll Call Vote: Ayes: Katsamakakis, Kuhn, Casey, Patton. Nays: None. Motion Carried.

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

None

## 15. Adjourn

Commissioner Casey moved to adjourn the Open Session at 8:45 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

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Robert J. Patton  
Board President

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Charles T. Balling  
Board Secretary

Approved this 25th day of October, 2012

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