



GLENVIEW PARK DISTRICT  
BOARD MEETING

@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
October 27, 2011

**1. Roll Call**

President Angie Katsamakakis called the meeting to order at 7:03 p.m. and the roll was called.

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

Commissioners absent: None

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Charles Balling, 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 September 19, 2011 Finance Committee meeting minutes**

Commissioner Coulson moved seconded by Commissioner Patton to approve the September 19, 2011 Finance Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Przybylo. Nays: None. Abstain: Katsamakakis. Motion Carried. (Copy of minutes filed herewith.)

**b. @Approval of the September 22, 2011 Regular Board meeting minutes amended to clarify the Board's interest in providing relief to the taxpayers which resulted in a \$98,000 reduction in the levy, excluding new growth**

Commissioner Casey moved seconded by Commissioner Peterson to approve the September 22, 2011 Regular Board meeting minutes as amended. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Casey. Nays: None. Abstain: Coulson, Katsamakakis. Motion Carried. (Copy of minutes filed herewith.)

**4. Presentations**

**a. Construction Project Updates**

Bob Quill gave updates on some of the major projects being done at the Park District. Bob noted the new Carriage House and Pavilion at the Grove are complete. The Carriage house serves as a support to the Redfield Estate as well as programs and the Pavilion which is rented out for various events, has already experienced many bookings for the next few years.

The Willow Park Fieldhouse, which is a smaller project compared to others, has experienced some challenges, but is now moving along and should be finished by

January. There is a celebration being planned for May with NSSRA (Northern Suburban Special Recreation Association) and the Glenview Park Foundation which has partnered with the Park District on this project, along with the surrounding neighbors. Also, the neighboring school has been very pleased with the way the project has progressed. Bob noted Joe Pollina has been very involved with this project.

The new Wagner Farm Shed is nearly complete and has all been done in-house. Andy Betts was the lead carpenter on the job and Steve Swanson and staff helped by building an antique sales counter from vintage wood.

The Park Center Health and Fitness expansion is moving along. The new decorative roof has been put in place, the second floor steel beams are in and the brick work is nearly complete. Staff has been meeting to plan for the opening which could be early March. Already, 36 hours of new fitness class programming has been identified. The existing space will also be redesigned for better utilization. We anticipate closing for one week in May in order to replace the flooring and finish the inside. Most of the work will be done overnight. Bob noted Jason Hickman has taken the lead on this project.

The renovation of the Administration building is progressing. The new elevator and stairs are in and the walls will go up next week. It was discovered that the center north wall is not a load bearing wall and therefore will have to be rebuilt in order to hold the new second floor expansion. Because of this and other findings during the demolition, the project is behind about four weeks. The outside work is being completed now so the majority of work will be done inside during the winter months. Bob noted there is still \$300,000 held in contingency and with anticipated value engineering; the total cost should come in \$225,000 below budget.

**b. @Consideration to approve Change Order on Administration Building: Additional Masonry**

Commissioner Peterson moved seconded by Commissioner Patton to approve a change order on the Administration building: additional masonry not to exceed \$25,050. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Casey, Coulson, Katsamakidis. Nays: None. Motion Carried.

**c. Summer Survey Highlights**

Liz Gogola, the Park District Marketing Director, gave a brief summary of the Summer Survey that was emailed to 10,840 patrons on August 22. She noted 534 responses were received. The survey showed that half of the respondents have children 5-12 years of age, with 25% having teens. The survey also showed high participation at the Parks (86% rated them excellent or above average). Commissioner Peterson would like a further study done to determine how many visiting our parks are there for passive activities versus programming activities. In program participation, the highest numbers were at the Fitness Center, Golf Course and the Outdoor Pools. The next highest participation levels were in Swimming, Wagner Farm and camps. For special events, the highest participation was seen at the Fourth of July events (56%), followed by the Farmers Market (53%), Barefoot in the Park Concerts (22%) and Friday night live concerts at the Glenview Park Golf Course (12%). Customer Satisfaction in all areas of the Park District was greater than 85% with overall satisfaction at 96%.

## 5. Officers' Reports

### a. President

President Katsamakidis 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 September. He reported that cash and investments totaled \$3,700,000. There were five large invoices for the month: Alexander Equipment Co., Elanar Construction, W. B. Olson, Inc., PDRMA (Insurance), and Workmasters, Inc. He noted all funds were right where they should be.

### c. Attorney

Attorney Sam Witwer, along with Director Balling, attended the Illinois Association of Park District's annual legal symposium in Oakbrook today. Sam noted that one of the topics of discussion was related to a proposed design build option which would bundle various components of a project into one contract, i.e., architect, construction manager, bids, sub contractors, etc., with the hopes of saving costs and accelerating completion of the project. A few other topics discussed were related to bond issues, naming rights, IMRF (Illinois Municipal Retirement Fund) legislation and FOIA (Freedom of Information Act) requests. Attorney Witwer will present a more detailed review of the symposium at the November Board meeting.

### d. Executive Director/Secretary

#### i) Consideration to appoint IAPD (Illinois Association of Park Districts) Annual Meeting Delegates

Director Balling announced that the dates for the annual IAPD/IPRA conference are January 26-January 28, 2012 at the Hyatt Regency, Chicago. He noted a delegate and at least one alternate who will represent the Park District at the Annual Business Meeting scheduled for Saturday, January 28, 2011 at 3:30 p.m. needs to be appointed by the Board. Commissioner Peterson offered to attend as a delegate and Commissioner Patton offered to attend as the alternate.

Commissioner Patton moved seconded by Commissioner Coulson to appoint Park Board member Dan Peterson as a delegate for the IAPD Annual Business Meeting on January 28, 2012 and Park Board member Bob Patton as the alternate delegate. On Voice Vote: All present voted Aye. Motion Carried.

#### ii) Fred Gullen's Retirement

Director Balling announced the retirement of Fred Gullen, Superintendent of Park Services effective January 9, 2012. Fred has been a dedicated employee for 22 plus years and has been instrumental in the growth and development of the Park District. Director Balling noted some of Fred's accomplishments and major involvements over the years such as the expansion of our parks, conceiving of the new energy efficient parks facility at Community Park West along with developing a top-notch park maintenance team. He also noted that Fred and his team never hesitated in assisting our patrons and many times addressed requests on the weekends. Director Balling called Fred a silent leader in many ways and very knowledgeable in the field of park science. He and the Board applauded Fred for his years of service and acknowledged that he will truly be missed.

Director Balling announced that staff will be moving forward with filling Fred's position by conducting an internal and external search with a goal to start interviews sometime in late November or early December. Expectations are to fill the position sometime after the first of the year; however, there are key staff members that can take the lead until the position is filled. Also, Fred does plan to continue working on a part-time basis at the Park District and will be able to assist in the transition.

**6. Matters from the Public**

None

**7. @Approval of Accounts Payable: \$1,924,769.66**

Commissioner Patton moved seconded by Commissioner Przybylo to approve payroll and accounts payable for the month of September, 2011 in the amount of \$1,924,769.66. Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Casey, Coulson, Kuhn, Katsamakakis. Nays: None. Motion Carried.

**8. @Approval of Consent Agenda items**

President Katsamakakis asked Commissioners if anyone wanted to remove an item from the Consent Agenda for further discussion. No items were removed but discussion took place on the following items:

***Discussion on 8.a.***

Commissioner Patton asked why the Glenview Park District only has one vote on the NSSRA (Northern Suburban Special Recreation Association) member agency board when the park district's MAC (Member Agency Contribution) is higher than any of the other 12 agencies' contributions. Director Balling noted that all member agencies have an equal vote which is not based on contributions but rather to foster a collaborative effort. But Director Balling did note that a sub committee will be looking at the MAC contributions and how they are calculated. Commissioner Peterson believes the way the current MACs are calculated is excellent and also believes that since the agencies vote by consensus on most matters, being able to cast more than one vote, would not make a difference. Director Balling suggested having the Executive Director of NSSRA, Craig Culp, attend an upcoming Committee or Board meeting to present an overview of NSSRA's participation at the park district.

***Discussion on 8.c.***

Commissioner Casey noted that an extra \$250.00 was paid for the dump trucks so they would have the option to be converted to compressed natural gas in the future.

After discussion concluded, President Katsamakakis asked for a motion to approve the Consent Agenda.

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

- a. **Approved Resolution 2011-21: To Ratify Amended and Restated Articles of Agreement for NSSRA (Northern Suburban Special Recreation Association).**  
At the NSSRA Board of Directors meeting on October 20, its Board approved the 2011 Amended Articles of Agreement which were last revised in 2006. The majority of changes to the Articles are an updating of language and the elimination of redundant statements. The Glenview Park District is a member agency of NSSRA which administers and operates joint recreation programs and services for individuals with disabilities residing within the Park District's boundaries.
  
- b. **Accepted a Buildings, Grounds and Park Services Committee recommendation to approve Soccer Goal Safety and Education Policy No. 8.6.**  
Recent legislation requires the District to formally adopt a Soccer Goal Safety and Education Policy.
  
- c. **Accepted a Buildings, Grounds and Park Services Committee recommendation to approve six vehicle purchases.**  
These vehicles will be purchased from the State of Illinois Joint Purchasing Contracts. As a Joint Purchasing Program member, the Glenview Park District can place orders directly with the approved low-bid vendors. One of the vehicles being purchased will replace a truck that was destroyed in the fire at the 1100 Roosevelt Road garage and will be paid for by fire insurance coverage and the other vehicles will be paid for out of the 2011-2012 Capital Replacement Fund.

## 9. Committees Reports and Recommendations

- a. **Buildings, Grounds and Park Services (Chair Bill Casey, Commissioners Dan Peterson and Angie Katsamakís)**
  - i) **@Consideration to approve Outdoor Ice Recommendations: Roosevelt and Cole Parks**  
Director Balling referred to the ice rink report done by student interns and recently updated by staff which recommends the addition of outdoor ice rinks at Roosevelt and Cole Parks. He noted that when Glenview Ice Center opened in 1973 the park district went from 17 outdoor rinks to 3 (Roosevelt, Flick and Johns Parks). Currently we have ice rinks at just Flick and Johns Parks which utilize the sand volley ball courts. Each rink costs approximately \$10,000 per year to maintain. For the two new recommended rinks at Cole and Roosevelt Parks an ice liner called "nice ice" will be used at a cost of \$7,000. This liner holds any melted ice and refreezes it. We have already heard from both neighborhoods regarding their desire for outdoor rinks. A Roosevelt neighborhood meeting was previously held on the topic of the new Roosevelt lights project and the proposed rink was also discussed. If the Board approves these two new outdoor ice rinks, a Cole Park neighborhood meeting will also be scheduled. The proposed Cole Park rink would be on an area of the existing basketball court and an area just adjacent to the court and the Roosevelt Park rink would be behind the Roosevelt fieldhouse, primarily on two baseball infields. Director Balling also noted that the proposed Roosevelt rink would need to fit with the new lighting project, however, the proposed Cole Park rink would not have lights. Also, the warming shelters will not be open this season, however, the bathrooms will be open. Staff will monitor usage of the rinks this season and make a determination next year if/when shelters might be open. President Katsamakís suggested having signage at the two new ice rinks encouraging skaters to use appropriate safety equipment, i.e., helmets, wrist

guards, etc. President Katsamakis also suggested safety fencing around the Cole Park rink and the hockey area of the Roosevelt rink to protect children from an errant puck. The Board concurred not to put up fencing at this time but to monitor the ice rinks to see if a fence is warranted in the future.

Commissioner Casey moved to accept the Buildings, Grounds and Park Services Committee recommendation to approve outdoor ice rinks at Roosevelt and Cole Parks. Roll Call Vote: Ayes: Przybylo, Casey, Coulson, Kuhn, Patton, Peterson. Nays: Katsamakis. Motion Carried.

ii) Update: Diederich and Ladendorf Fieldhouse Renovation Plans

Fred Gullen noted the renovation of the Ladendorf Fieldhouse is wrapping up within the next two weeks. Also, the Director and staff have met with the Village of Golf in order to get a permit to start on the Diederich Fieldhouse. These fieldhouse renovations are part of the 2011-2013 Strategic Plan initiatives. Renovations on the Sleepy Hollow fieldhouse are complete and the NSSRA accessible fieldhouse at Willow Park is currently in process. Commissioner Casey noted that those fieldhouses with bathrooms that have an internal and external access will be updated to have internal access only.

iii) Update: Emerald Ash Borer Management Plans

Fred Gullen noted a conditions analysis of Park District trees will soon be complete and more data along with recommendations and costs will be brought to the Board in November. There are hundreds of Ash Trees that need to be analyzed with many having to be removed. However, the Park District will be following up with many new tree plantings as well.

iv) Committee Update

Fred Gullen reported that the playground at the south end of Flick Park is up for capital replacement so a community input meeting is being planned after the first of the year.

Also, Fred noted Ken Wexler is working on the landscaping and new pavement at the Administration building. He is also coming up with recommendations to renovate the other pathways in Jackman Park. This should all fit very nicely with the upcoming renovation of the fountain plaza being funded by the Glenview Park Foundation.

Fred mentioned the new story book walk project at Gallery Park. This was in cooperation with the Glenview Library where children could walk the path and read pages of a story at each station. Mike Sullivan and his crew built the story books with old redwood that was saved and stored from a previously renovated playground.

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

- i) @Consideration to approve Ordinance No. 2011-22 providing for the issue of \$1,315,000 General Obligation Park Refunding Bonds, Series 2011C, of the Glenview Park District, Cook County, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.

Director Balling acknowledged that this is a housekeeping item and that the rollover bonds are issued annually to pay a portion of the debt service on the construction of the Park Center. He also pointed out the low interest rate of .35%. Commissioner Kuhn asked for some clarification on a paragraph of the Ordinance. Attorney Witwer said he would call the Bond Consultants and get that clarification for him. This did not delay the approval of the Ordinance by the Board.

Commissioner Przybylo moved seconded by Commissioner Coulson to accept the Staff recommendation to approve Ordinance No. 2011-22 providing for the issue of \$1,315,000 General Obligation Park Refunding Bonds, Series 2011C, of the Glenview Park District, Cook County, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Przybylo, Katsamakakis. Nays: None. Motion Carried.

ii) @Consideration to approve ADA (Americans with Disability Act) Audit RFP (Request for Proposal)—ADA Compliance Audit

Under Title II of the American with Disabilities Act, the Glenview Park District is required to conduct an evaluation of its current facilities as to whether there are elements that adversely affect the full participation of individuals with disabilities. Director Balling noted that Barb Cremin put out a Request for Proposal for this Audit and three proposals were submitted. Staff evaluated the proposals based on qualifications, sample work product, familiarity with the Glenview Park District facilities and cost. Based on these criteria, staff is recommending Recreation Accessibility Consultants, LLC (RAC) from Hoffman Estates. This company is headed up by a former NSSRA Executive Director who has many years of experience in this field and RAC has already completed more than 50 Park District compliance audits. The Director felt RAC is the most qualified of the proposals and also a good value. The Illinois Association of Park Districts has also recommended RAC.

Commissioner Casey expressed some concerns with RAC because it did not submit the lowest cost proposal; the owner had involvement in promoting the legislation requiring the compliance audit, and RAC's now affiliation with a company that previously was part of a settled dispute with the District.

Commissioner Patton moved seconded by Commissioner Coulson to accept a Staff recommendation to approve hiring Recreation Accessibility Consultants, LLC from Hoffman Estates, IL at a cost of \$34,609 to provide the district-wide ADA Facility Compliance Audit as required by law and a transition plan. Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Peterson, Przybylo, Casey, Katsamakakis. Nays: None. Motion Carried.

iii)Committee Update  
None

## 10. Staff Reports

Superintendent of Special Facilities, Cheryl Deom, noted the Paddle Tennis survey went out and 761 responses were received. An outside consultant will evaluate the survey

results and they will be brought to the next Special Revenue Committee along with conceptual designs for the National 9 site which will include the paddle court layout and clubhouse. She also noted the Golf Course and Tennis Club Annual Recommendations will be brought to the Board in December.

Superintendent of Leisure Services, Bob Quill, noted the recently held Spooktacular was very successful with over 2,000 kids and parents attending. Also the Grove Craft Faire starts November 3 and runs for two weekends. The Park Center interior design process has begun and staff has been focusing on the programming stage.

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

Commissioner Charlie Kuhn visited Grove Fest and thought it was spectacular, especially the food. He also attended the Wagner Farm Corn Harvest Festival and thought it was great. He thanked all the volunteers who helped at each event.

Commissioner Ted Przybylo commented on the district's financial numbers and pointed out how well the Tennis Club and the Outdoor pools did this year. He noted the taxes being levied at Wagner Farm were less this year and was glad to hear that the reason was because there was a greater need at The Grove so staff was proactive in transferring more of the levy to the Grove. Ted asked if there were any donations to the farm this fiscal year. Bob Quill commented that a \$16,000 donation for a Bob Cat tractor was given to the farm last year by one of its volunteers.

Commissioner M.J. Coulson was appreciative of how much the Farmers Market has grown and all the partnerships that have been made. She would like to get a report on the season and hear any ideas on how to make it even greater for next year.

Commissioner Dan Peterson announced that his son Andrew's Eagle Scout project was to refurbish the commemorative bricks in Navy Park (near Dick's Sporting Goods). Andrew along with 50 volunteers and many spontaneous helpers repainted and relettered over 660 of the 800 bricks. They also are building a framed index in order to make it easier for visitors to find certain bricks. Dan also noted a rededication of the Navy Park will be held on Veterans Day, November 11 at 11:11 a.m.

#### **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), Personnel (c1)**

Commissioner Coulson moved, seconded by Commissioner Peterson to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 9:40 p.m. to review minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6), Personnel (c1). Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Casey, Coulson, Katsamakidis. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 9:45 p.m.

Commissioner Peterson moved seconded by Commissioner Kuhn to adjourn the Executive Session and move back into Open Session at 11:10 p.m. Roll Call Vote: Ayes: Coulson,

Kuhn, Patton, Peterson, Przybylo, Casey, Katsamakakis. Nays: None. Motion Carried.

**14. @Consideration to approve Semi-Annual Review of Executive Session minutes. The Board finds that the need for confidentiality still exists as to the minutes and recordings not being released**

Commissioner Peterson moved seconded by Commissioner Patton to approve the Semi-Annual Review of Executive Session minutes. The Board finds that the need for confidentiality still exists as to the minutes and recordings not being released. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Casey, Coulson, Katsamakakis. Nays: None. Motion Carried.

**15. @Consideration to dispose of verbatim recordings of fully released Executive Session meeting minutes dated prior to March 2010**

Commissioner Coulson moved seconded by Commissioner Peterson to approve the disposal of verbatim recordings of fully released Executive Session meeting minutes dated prior to March 2010. Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Casey, Coulson, Kuhn, Katsamakakis. Nays: None. Motion Carried.

**16. Adjourn**

Commissioner Casey moved seconded by Commissioner Peterson to adjourn the Open Session at 11:13 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

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Angie Katsamakakis  
Board President

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Charles T. Balling  
Board Secretary

Approved this 17th day of November 2011

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