



GLENVIEW PARK DISTRICT
BOARD MEETING

@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
November 15, 2012

1. Roll Call

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

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

Commissioners absent: None

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 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 October 25, 2012 Regular Board meeting minutes

Commissioner Coulson moved seconded by Commissioner Casey to approve the October 25, 2012 Regular Board meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Katsamakias, Kuhn, Peterson, Przybylo. Nays: None. Abstain: Patton. Motion Carried. (Copy of minutes filed herewith.)

b. @Acceptance of the November 2, 2012 Finance Committee meeting minutes

Commissioner Casey moved seconded by Commissioner Katsamakias to accept the November 2, 2012 Finance Committee meeting minutes. Roll Call Vote: Ayes: Katsamakias, Kuhn, Peterson, Przybylo, Casey, Patton. Nays: None. Abstain: Coulson. Motion Carried. (Copy of minutes filed herewith.)

c. @Acceptance of the November 5, 2012 Recreation, Museum Committee meeting minutes

Commissioner Katsamakias moved seconded by Commissioner Casey to accept the November 5, 2012 Recreation, Museum Committee meeting minutes. Roll Call Vote: Ayes: Katsamakias, Kuhn, Peterson, Przybylo, Casey, Coulson, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Officers' Reports

a. President (Robert Patton)

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

b. **Treasurer** (*William Moore*)

Treasurer Bill Moore gave a brief summary of expenses and revenues for the month of October. He noted there were six large invoices for the month: Elanar Construction, Northern Illinois Fence, Inc., W.B. Olson, Inc., PDRMA, Pinner Electric Company, and the Village of Glenview. Bill commented that all park district finances are where they should be.

c. **Attorney** (*Sam Witwer*)

No Report.

d. **Executive Director/Secretary** (*Chuck Balling*)

i) Strategic Plan Update

Director Balling requested the Board review the Strategic Plan 6-month update summary sheet as he highlighted some of the major accomplishments. He complimented staff and volunteers for all the work that have done in the spirit of teamwork and quality service to our community. He noted the Certificate of Achievement in financial reporting was received for the 5th year in a row. The refinancing of two bond issues yielded a savings of 1.9 million over the 12-year term. These savings will be used to reduce the tax levy. The park district also received an Aaa bond rating and the new GASB rules were implemented. He also noted the enormous impact of the Emerald Ash Borer on park district trees especially at the Grove where 1500 samplings have been planted to supplement hundreds of trees that were removed due to this infestation. And he acknowledged the 12.5 acres of ecologically and historically significant land purchased at The Grove. The Director also remarked on some of the new innovative programming, i.e., Wagner Farm irrigated community garden plots, environmental camps with District #225 and the 6th year for the Glenview Farmer's Market featuring the LINK card. He also spoke about the updating of facilities: the Park Center Fitness Center, Lakeview Rooms and the landmarked Administration building. The Director also gave a brief update on some newer projects, the National 9 clubhouse and paddle tennis courts and the Glenview Park Golf Club Master Plan. Finally, the Director acknowledged the ongoing renovation of 2 fieldhouses per year. So far 6 out of 13 fieldhouses have been renovated. The Director also commented on a "Bike Glenview" campaign (suggested by Commissioner Kuhn) that is being discussed and will be promoted to encourage patrons to ride their bikes in Glenview which will hopefully help to alleviate some parking shortages during prime hours at the Park Center. President Patton commented that this Strategic Plan report really highlights how much work staff is doing.

5. Matters from the Public

None

6. @Consideration to approve Accounts Payable: \$1,558,197.84

Commissioner Patton moved seconded by Commissioner Przybylo to approve payroll and accounts payable for the month of October, 2012 in the amount of \$1,558,197.84. Roll Call Vote: Ayes: Kuhn, Peterson, Przybylo, Casey, Coulson, Katsamakis, Patton. Nays: None. Motion Carried.

7. @Consideration to approve Consent Agenda items

President Patton asked if any Commissioner would like an item removed from the consent agenda for further discussion. Commissioner Kuhn asked that in reference to consent agenda item 7.b. (2013-14 Grove Annual Recommendations) wording regarding supervision of children in the Rider to Contract for Redfield Estates Rentals be consistent and read same as consent agenda item 7.d. (2013-14 Schram Museum Annual Recommendations) wording regarding supervision of children in its Rental Policies. After Board consideration of suggested wording, President Patton asked for a motion to approve the Consent Agenda as amended.

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

a. Accepted a Recreation, Museum, and Swimming Pools Committee recommendation to approve the 2013-14 Wagner Farm Annual Recommendations.

There were no major changes except an increase from \$3 to \$5 for the special event fees. This is because the operational cost and popularity of special events has grown since the original fee of \$3 was approved in 2002.

b. Accepted a Recreation, Museum, and Swimming Pools Committee recommendation to approve the 2013-14 Grove Annual Recommendations as amended.

There were no major changes.

c. Accepted a Recreation, Museum, and Swimming Pools Committee recommendation to approve the 2013-14 Air Station Prairie Annual Recommendations.

There were no major changes.

d. Accepted a Recreation, Museum, and Swimming Pools Committee recommendation to approve the 2013-14 Schram Museum Annual Recommendations.

There were no major changes.

e. Accepted a Buildings, Grounds and Park Services Committee recommendation to approve Park District Anti-Idling Policy No.10.30 that will help save fuel and is reflective of our environmental policies and goals.

f. Approved Ordinance 2012-23: Liquidation of Personal Property.

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

8. Committees Reports and Recommendations

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

i) @Consideration to approve Tax Levy Ordinance 2012-21

President Patton noted that the Finance Committee recommendation to approve the Tax Levy Ordinance would not be considered tonight, but that a revised estimate of the tax levy would be read into the minutes. A Truth in Taxation Public Hearing will be held on December 20, 2012 at 7:00 p.m. at the Park Center, 2400 Chestnut Avenue, Glenview to present the recommended tax levy. The final tax levy ordinance

will be submitted to the Park Board for approval at the Regular Park Board meeting which immediately follows the public hearing.

Superintendent Barb 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 \$16,010,194.

- ii) Accepted the Finance Committee recommendation to approve Ordinance 2012-22 reducing the Corporate Fund in the 2012 Real Estate Tax Levy for 2013 tax receipts. The PTELL reduction ordinance directs the county clerk to reduce the corporate levy if needed to comply with the Property Tax Extension Limitation Law. This is an annual housekeeping item.

Commissioner Przybylo moved to accept a Finance Committee recommendation to approve Ordinance 2012-22 reducing the Corporate Fund in the 2012 Real Estate Tax Levy for 2013 tax receipts if necessary under the Property Tax extension Limitation Law. Roll Call Vote: Ayes: Przybylo, Casey, Coulson, Katsamakakis, Kuhn, Peterson, Patton. Nays: None. Motion Carried.

- iii) Committee Update
None

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

- i) Committee Update
None

9. **Staff Reports**

Superintendent of Park & Facility Services, Jim Warnstedt, reported the outdoor ice rinks at Cole Park and Roosevelt Park, with its new lights and dual rinks (one for skating and one for hockey), along with Flick and Johns Parks are all ready and waiting to be opened. Commissioner Katsamakakis requested additional signage be placed at the sled hills. Staff will also look into drafting more detailed procedures for renting out the fieldhouses by the ice rinks to the neighbors or neighborhood associations. These procedures will be brought to a Board Committee for discussion. Jim also reported that the Flick Park light poles have been inspected and the report should be in soon. Renovation of the Manor Park Fieldhouse is almost complete with Diederich Park Fieldhouse renovations to begin soon. Flick Park playground is 85% completed and the proposed salt dome project at Community Park West is in its preliminary stages with some aesthetic recommendations having been given to the Village for review.

Superintendent of Administrative Operations Barb Cremin noted staff's current focus is looking at the requirements of the new Affordable Care Act in order to comply. The requirements for 2012 are in place which is to report health insurance costs on individual's W2 forms. Requirements for 2014 are extensive so staff has been attending seminars and educational sessions and PDRMA is sponsoring some of these sessions which are tailored to park districts. PDRMA also provides free sessions with attorneys which will help staff to understand issues related to the park district. Barb also recognized Risk Manager, Henry

Urbina, who has been able to assist staff with CPR and other safety training in Spanish. Knox boxes (for police and fire entry) are also being inventoried in order to make sure they are installed at the proper park district facilities.

Superintendent of Leisure Services, Bob Quill, commented that planning has begun on the Glenview Park Golf Course Master Plan with clarification on Metropolitan Water and Reclamation District (MWRD) storm water management requirements being studied. A lot of information needs to be looked at and as soon as recommendations are ready they will be brought to a Board Committee. We have learned the Wilmette Golf course will be closed next year for renovations so staff will begin discussions on a reciprocal agreement to accommodate Wilmette golfers. Youth Sports Task groups are scheduled for the end of November and early December with our local Sports groups. Leading those discussions will be Commissioners Przybylo and Kuhn. Annual recommendations for outdoor pools and Park Center will be brought to the November Recreation, Museum and Swimming Pools Committee which is scheduled for November 27, 8:30 a.m. at Park Center. A recent outdoor aquatics round table was convened at Park Center with 13 other park districts to discuss this last pool season which provided valuable information.

10. Matters from Commissioners

Commissioner Dan Peterson reported that he received great comments on the new renovations from those attending a recent event in the Lakeview rooms.

Commissioner Charlie Kuhn thanked staff for all their hard work this past season. He also commented on the recent Air Station Prairie recycling event. He said attendance was very low and hoped it could be promoted better in the future.

Commissioner Ted Przybylo asked about the new Affordable Care Act and if municipalities may get a tax cap from the State of Illinois to cover expenses related to the new Act. Superintendent Cremin said she has not heard of any proposal from the State that would offset the costs. Director Balling noted that park district managers have been asked to consider these costs in their next year's budgets.

Commissioner Casey enjoyed a Veteran's Day celebration he attended at the Senior Center and noted the event had some very good speakers. Bill also wished everyone a Happy Thanksgiving and acknowledged that we have a lot to be thankful for, a great community and a great park district staff.

President Patton commented on the cleanliness of the Ladendorf Fieldhouse he recently used for a birthday party. He said it was a great venue for a kid's birthday party and everyone had a lot of fun.

Commissioner Angie Katsamakakis noted for the record that her six-year term as Commissioner will end in April which included serving 18 months as Board President. After much consideration, she has decided not to run for another term so she can devote more time to her family. She said it was an honor to serve with her fellow Commissioners and staff and thanked the Board for all their support. She also thanked Director Balling for his leadership, Attorney Witwer and Treasurer Moore, Superintendents Cremin, Deom, Quill and Warnstedt and Joanne Capaccio for all their patience and understanding. She expressed her belief that

the park district makes Glenview such a great community to live in and raise children. She credits the residents and park district staff for making it so special. She said she will forever cherish her experience as a Glenview Park District Commissioner and thanked everyone for including her in the Park District family. The Board applauded and thanked Commissioner Katsamakakis for her tenure. President Patton was saddened that Angie was not going to run, but thanked her for making his time on the Board fun and wished her the best. President Patton did announce he would run for another term in the April 9, 2013 election.

Director Balling thanked the Board for their ongoing support and for being the district's number one volunteers. He also expressed his thanks to the community, residents, and volunteers for all their continued support of the Park District.

11. Correspondence

None

12. @Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (sub-section c21)

Commissioner Katsamakakis moved seconded by Commissioner Peterson to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:10 p.m. to discuss minutes (c21) and Personnel (c1). Roll Call Vote: Ayes: Casey, Coulson, Katsamakakis, Kuhn, Peterson, Przybylo, Patton. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:19 p.m.

Commissioner Peterson moved seconded by Commissioner Katsamakakis to adjourn the executive session and move back into Open Session at 8:41 p.m. On Voice Vote, all present voted aye. Motion Carried.

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

None

14. Adjourn

The Open Session was adjourned at 8:41 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

Robert J. Patton
Board President

Charles T. Balling
Board Secretary

Approved this 20th day of December, 2012

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