



**GLENVIEW PARK DISTRICT  
BOARD MEETING**

@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
November 17, 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, Daniel B. Peterson, Ted Przybylo, Angie Katsamakakis.

Commissioner Bob Patton arrived at 7:10 p.m. after the roll call was taken.

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 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**

President Katsamakakis dedicated the moment of silence to the U.S. Armed Forces in recognition of Veterans Day.

**3. Meeting Minutes**

**a. @Acceptance of the October 24, 2011 Buildings Grounds and Park Services Committee meeting minutes**

Commissioner Casey moved seconded by Commissioner Kuhn to approve the October 24, 2011 Buildings Grounds and Park Services Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Peterson, Przybylo, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**b. @Approval of the October 27, 2011 Regular Board meeting minutes**

Commissioner Peterson moved seconded by Commissioner Casey to approve the October 27, 2011 Regular Board meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Przybylo, Casey, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**4. 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 October. He reported five large invoices for the month: Elanar Construction, Exelon Energy, Inc., ILT Vignocchi Inc., Master Project, Inc., and Workmasters, Inc.

c. **Attorney**

Attorney Sam Witwer gave a brief summary of the Illinois Association of Park District's annual legal symposium that both he and Director Balling attended in Oakbrook last month. Sam noted that one of the topics of discussion was related to a proposed design build option which is very heavy on process and mandates. Prohibited in this new option is the ability to hire an architect, engineer, or other tradesman based on a successful prior relationship. This would cause further time, effort and cost in the hiring and selection process for large projects. Sam also reported that a recent State of Illinois House Bill 3793 that would have prohibited the capture of new growth in the tax levy was defeated.

Director Balling also cautioned that the courts have recently waived a bit on the Tort Immunity Law in some court cases. Tort Immunity is an important protection for the Park District so this trend will be monitored closely. Director Balling also noted that the courts are looking more closely at private activities that take place on public property, especially those tied to naming rights and sponsorship fees.

d. **Executive Director/Secretary**

i) @December 22, 2011 Park Board Meeting Date

The Board was polled to see if a quorum was confirmed for the December 22, 2011 Board meeting. It was determined a quorum of the Board would be present and no further action was taken.

ii) Update on the Roosevelt Park Service Facility Fire

Director Balling noted the contents inventory has been completed and so far over one million dollars has been paid to the Park District for replacement vehicles, equipment and other items. The Director thanked Tom Kolk, Barb Cremin, and Fred Gullen for all their work on this inventory and the cleaning up of the fire debris. Since the yard and building has been cleaned, staff has been given clearance to use these areas for salt and soil storage. The contractor putting in the lights at Roosevelt Park will also be able to store his equipment there.

The insurance and Fire department investigations so far are inconclusive on the cause of the fire. We have been told that we may never know the actual cause. However, we anticipate a final settlement on the building within the next 3-4 months. Staff will start to look at options for the site and present them to the Board for their review and public feedback.

**5. Matters from the Public**

None

**6. @Approval of Accounts Payable: \$2,118,959.67**

Commissioner Patton moved seconded by Commissioner Przybylo to approve payroll and accounts payable for the month of October, 2011 in the amount of \$2,118,959.67. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Casey, Coulson, Katsamakias. Nays: None. Motion Carried.

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

President Katsamakias asked Commissioners if anyone wanted to remove an item from the Consent Agenda for further discussion. There were no requests.

Commissioner Casey applauded passing along the reduction in the cost of lighting/electricity charged to Park District sports organizations as reflected in the 2012-13 Outdoor Sports Fields and Lighting Recommendations.

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

a. **Accepted the Recreation Museum and Swimming Pool Committee recommendation to approve the 2012-13 Wagner Farm Annual Recommendations**

Fees for the school based program and the Farmers Market will increase to reflect market conditions and fees for field trips will be closer to the pricing structure at The Grove.

b. **Accepted the Recreation Museum and Swimming Pool Committee recommendation to approve the 2012-13 Grove Annual Recommendations**

Two significant changes are an increase in the rental fees for the Redfield Estate to reflect the addition of the pavilion, and Civil War Days will be replaced with another Grove special event.

c. **Accepted the Recreation Museum and Swimming Pool Committee recommendation to approve the 2012-13 Outdoor Sports Fields and Lighting Recommendations**

Some fee changes along with a reduction in the lighting charges to reflect energy savings to our sports organizations.

d. **Accepted the Recreation Museum and Swimming Pool Committee recommendation to approve the 2012-13 Air Station Prairie Annual Recommendations**

e. **Accepted the Recreation Museum and Swimming Pool Committee recommendation to approve the 2012-13 Schram Museum Annual Recommendations**

f. **Accepted a Finance Committee recommendation to accept the bid for Commercial Furniture from Inline Designs Office Solutions, Chicago, IL for a total cost of \$55,304 and the bid for Custom Casework from Rieke Office Interiors, Elgin, IL for a total cost of \$112,538**

These bids were within the project budget for office furniture for the renovated Park District Administration Offices.

g. **Accepted a Staff recommendation to approve the Administration Building Landscaping proposed alternate Change Order**

It was determined to be more efficient and timely to accept the original contractors alternate than do the work in-house.

## 8. Committees Reports and Recommendations

### a. Buildings, Grounds and Park Services (*Chair Bill Casey, Commissioners Dan Peterson and Angie Katsamakis*)

#### i) @Consideration to approve the Roosevelt Outdoor Sports Field Light Replacement Bid

Commissioner Casey commented on the bids for the Roosevelt Outdoor Sports Field Light Replacement. He was happy to report that the low bid came in substantially less than expected.

Commissioner Casey moved to approve the Roosevelt Outdoor Field Light Replacement bid to Lyons Electric, of LaGrange, IL in the amount of \$266,600. (This was a Buildings, Grounds and Park Services Committee recommendation, no second needed). Roll Call Vote: Ayes: Peterson, Casey, Coulson, Kuhn, Patton, Katsamakis. Nays: None. Motion Carried.

#### ii) Committee Update

Commissioner Casey also commented on the newly renovated Ladendorf Fieldhouse. He feels the neighbors will be very happy with the updates. He also acknowledged that the planning for the two new outdoor ice rinks at Roosevelt and Cole Parks is moving along and both are scheduled to open this season.

Bill then shared some information from the Emerald Ash Borer Report. He noted a survey of Park District trees was taken and it was found that there are 737 Ash trees in the Park District, excluding those at The Grove. The report recommends the removal of 239 Ash trees or 37% which have moderate to severe infestation. The remaining trees will be treated with a chemical injection that will kill the Ash Borer when it feeds off the tree sap. The cost of this treatment is \$7.85 per tree and will need to be administered annually.

Director Balling acknowledged Fred Gullen for his lead on applying for a \$20,000 grant to be used for the treatment of this infestation. He also recognized both Fred Gullen and Steve Swanson for their extensive knowledge of the Emerald Ash Borer and how their community workshops on this subject have greatly benefited the residents. Director Balling also recognized Commissioner Casey for his insight to get a plan together to combat this devastating pest. Fred Gullen also recognized Jim Warnstedt for his work on the \$20,000 grant and his extensive knowledge of the Emerald Ash Borer. Fred did warn the Board of Pine Wilt Disease, which is another tree disease that may be heading our way. He suggested, going forward, to diversify the types of trees that are planted in the Park District and not to plant more than 10% of any one species.

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

*As requested by Commissioner Przybylo and agreed upon by the Board, Agenda topics 8.b. i), ii), and iii) were moved up on the agenda, discussed and subsequent action taken before Agenda topic 7. All other agenda topics followed in order.*

#### i) @Consideration to approve Tax Levy Ordinance 2011-23

Superintendent Barb Cremin announced the proposed tax levy of \$15,768,885 and noted no significant changes were made to the levy since an estimate was read at the September Board meeting as required by law. The tax levy was also discussed

at the August 22, 2011 and September 19, 2011 Board Finance Committee meetings. At the Boards' direction, the levy, exclusive of the new growth, is \$98,000 less than the prior year's tax extension. Barb remarked that these reductions will not impact the level of service that the district provides.

Commissioner Przybylo moved seconded by Commissioner Coulson to accept the Finance Committee Recommendation to approve Tax Levy Ordinance 2011-23 for \$15,768.885. Roll Call Vote: Ayes: Przybylo, Casey, Coulson, Kuhn, Patton, Peterson, Katsamakis. Nays: None. Motion Carried.

ii) @Consideration to approve the Corporate Fund Reduction in 2011 Real Estate Tax Levy (Ordinance 2011-24)

Barb Cremin explained that the Cook County Clerk is required to reduce the levy if the estimate for new growth does not materialize. Ordinance 2011-24 recommends the reduction in the levy be taking from the Park District's Corporate Fund.

Commissioner Patton moved to accept the Finance Committee Recommendation to approve Ordinance 2011-24 reducing the Corporate Fund in the 2011 Real Estate Tax Levy for 2012 tax receipts. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Przybylo, Katsamakis. Nays: None. Motion Carried.

iii) @Consideration to approve Resolution 2011-25 Illinois Park District Liquid Asset Fund Resolution: Approving the Declaration of Trust of the Illinois Institutional Investors Trust and Authorizing the Execution thereof, and Authorizing Certain Officials to Act on Behalf of the Glenview Park District

Barb Cremin explained that Resolution 2011-25 will merge the existing Illinois Park District Liquid Asset Fund (IPDLAF) and the Illinois Institutional Investors Trust (IIIT) and would enable the consolidation of these two local government investment pools that have similar investment objectives and virtually identical investment policies. By combining the assets of the IIIT Portfolio and IPDLAF into a larger base over which expenses could be spread, the merger is expected to offer lower operating expenses per share, a lower management fee and increased flexibility on managing the combined fund's larger portfolio.

Commissioner Przybylo moved to accept the Finance Committee Recommendation to approve Resolution 2011-25 approving the Declaration of Trust of the Illinois Institutional Investors Trust and Authorizing the Execution thereof, and Authorizing Certain Officials to Act on Behalf of the Glenview Park District. Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Peterson, Przybylo, Casey, Katsamakis. Nays: None. Motion Carried.

*Note: Commissioner Ted Przybylo left the Board meeting at 7:30 p.m. and did not participate in any further discussions or votes.*

iv) Committee Update

None

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

i) Park Center Parking Study

Superintendent Bob Quill commented on the parking study and noted the most difficult times for patrons to find a spot is during the day before 1:00 p.m. However, an audit of all 450 available parking spots showed there are spots open but not all are close to the building. Parking by the Senior Center entrance is limited and causing a hardship for some of the seniors. Staff will develop a hand out that will color code the various parking spots and give suggestions for where patrons should park based on the area of the building they will be accessing.

ii) Committee Update

None

**9. Staff Reports**

Superintendent of Park Services, Fred Gullen, referred to the Board approved 2012-13 Outdoor Sports Fields and Lighting recommendations and noted that light usage fees were reduced based on feedback from the sports groups. He also pointed out some cost savings with the Musco lights being more efficient and better electricity rates were secured based on the time of day the lights will be used. Jason Hickman also commented that staff did research and looked at what other communities were charging for fees before making their recommendations.

Superintendent of Administrative Operations, Barbara Cremin, announced that Tom Kolk's last day will be November 23. The Risk Manager position has been posted and procedures are in order to ensure a smooth transition. Barb also reported that the ADA Compliance Audit has begun with a kickoff meeting with Park Center staff. Ken Wexler and Kris Mikkelson will be the daily contacts for the auditors. The audit is beginning with the outdoor parks in order to get them completed before the bad weather sets in. All facilities will notify patrons so they are aware that an audit is taking place and what they might expect to see.

Superintendent of Leisure Services, Bob Quill, reported that both the Administration Building and Fitness Center renovation projects are going well. Both are on or ahead of schedule. However, the Willow Park Fieldhouse renovation is a little behind schedule but a completion date of December is still expected with programming to begin in January. Bob also noted a recent meeting with staff and District 34 was held to discuss cooperation in promoting programs. With the help of District 34, one of the Park District's youth social programs has gotten a great response. Bob also reported The Grove Craft Faire was a huge success. Holiday items can still be purchased at the Grove's Holiday Store with Christmas tree sales beginning at Wagner Farm next weekend.

Director Balling emphasized the Park District's ongoing support of community events and announced the Hearts of Glenview Event which will be held at The Glen Theatre on November 28 and Holiday in the Park which will take place on November 26. Director Balling also commented on a nice letter he received from a patron complimenting the wonderful dinners that are put on at Wagner Farm. The Director will be on vacation the week of November 21 and Superintendent Barb Cremin will be acting Director.

## **10. Matters from Commissioners**

Commissioner M.J. Coulson complimented Commissioner Casey for his State of the Village presentation. She also recognized Tom Kolk and thanked him for his service to the Park District. She noted Tom was always a great team player and that he will be dearly missed. M.J. also complimented the Grove Craft Faire for its organization and presentation.

Commissioner Charlie Kuhn suggested a note of thanks be extended to all the volunteers at The Grove and Wagner Farm on the eve of this Thanksgiving Holiday.

Director Balling commented on the 1909 Popcorn Wagon that was auctioned at a recent Hartung Estate Auction. He reported that Ron Bernardi, who is a park district volunteer, bid on the horse-drawn/steam powered popcorn wagon and is now donating it to Wagner Farm. The Board was very appreciative of Mr. Bernardi's donation.

## **11. Correspondence**

None

## **12. @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**

Commissioner Coulson moved, seconded by Commissioner Casey to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:12 p.m. to review minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6), Personnel (c1). Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Casey, Coulson, Katsamakias. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:16 p.m.

Commissioner Coulson 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: Coulson, Kuhn, Patton, Peterson, Casey, Katsamakias. Nays: None. Motion Carried.

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

None

## **14. Adjourn**

Commissioner Patton moved seconded by Commissioner Coulson to adjourn the Open Session at 8:50 p.m. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

---

Angie Katsamakias  
Board President

---

Charles T. Balling  
Board Secretary

Approved this 22nd day of December 2011

j:\park board\2011 board reg session minutes\regular meeting minutes of the glenview park district board of commissioners-11-17-2011.doc