



GLENVIEW PARK DISTRICT  
BOARD MEETING

@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
December 22, 2011

**1. Roll Call**

President Angie Katsamakakis called the meeting to order at 7:00 p.m. and the roll was called.

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

Commissioners absent: Bob Patton, 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. @Acceptance of the November 11, 2011 Recreation, Museum and Swimming Pools Committee meeting minutes**

Commissioner Peterson moved seconded by Commissioner Casey to accept the November 11, 2011 Recreation, Museum and Swimming Pools Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Peterson, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**b. @Acceptance of the November 11, 2011 Buildings Grounds and Park Services Committee meeting minutes**

Commissioner Casey moved seconded by Commissioner Kuhn to accept the November 11, 2011 Buildings Grounds and Park Services Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Casey, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**c. @Acceptance of the November 14, 2011 Finance Committee meeting minutes**

Commissioner Kuhn moved seconded by Commissioner Coulson to accept the November 14, 2011 Finance Committee meeting minutes. Roll Call Vote: Ayes: Kuhn, Casey, Coulson, Katsamakakis. Nays: None. Abstain: Peterson. Motion Carried. (Copy of minutes filed herewith.)

**d. @Approval of the November 17, 2011 Regular Board meeting minutes**

Commissioner Coulson moved seconded by Commissioner Casey to approve the November 17, 2011 Regular Board meeting minutes. Roll Call Vote: Ayes: Peterson,

Casey, Coulson, Kuhn, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

e. **@Acceptance of the December 8, 2011 Special Facilities Committee meeting minutes**

Commissioner Kuhn moved seconded by Commissioner Casey to accept the December 8, 2011 Special Facilities Committee meeting minutes. Roll Call Vote: Ayes: Peterson, Casey, Coulson, Kuhn, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

f. **@Acceptance of the December 12, 2011 Recreation, Museum and Swimming Pools Committee meeting minutes**

Commissioner Casey moved seconded by Commissioner Kuhn to accept the December 12, 2011 Recreation, Museum and Swimming Pools Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Peterson, Katsamakakis. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**4. Presentation**

a. **2011 Farmers Market Season: Todd Price**

Todd Price, Director at Wagner Farm, gave a brief update on the 2011 Farmers Market season. He noted the Park District took over the market from the Glenview Women of Today organization 5 years ago. During that first year (2007) market attendees were 15,000 compared to 7,500 the year before. Todd said the Farmers Market is a community event which grows each year. He noted the new Link program this year allowed food stamps to be accepted on a matching dollar for dollar basis. He credited the park district accounting department with the setup of the program as well as the following sponsors who contributed to its success: Kiwanis Club, Glenview Women of Today, Friends of Wagner Farm, The Noon Rotary Club, Northfield Township and Glenview State Bank. The Link program has contributed \$4,000 to the market this season alone and Todd anticipates this program will continue to grow. He introduced two key Farmers Market staff members: Roxanne Junge (Farmers Market Manager) and Christine Shiel and thanked them for all their hard work this year. President Katsamakakis also thanked Saints Peter and Paul Greek Orthodox Church, which is adjacent to the market, for generously donating their large parking lot for market patrons.

b. **@Consideration to Expand the Wager Farm Garden Plots: Todd Price**

Todd Price gave a brief report on this proposal to expand garden plots at Wagner Farm. He commented that the Farm's current "Heirloom" Garden, has 21 garden plots (20' x 20') each for a \$60.00 fee (plants supplied). After researching other community gardens, staff is recommending expanding the plots by using one acre of land at Wagner Farm (currently used for hay cultivation) to be cultivated for an organic community garden program beginning in the spring of 2012. The proposed community garden would have 96 irrigated plots (20' x 10') available for rent to both residents and non-residents each year. Written guidelines would be put in place and once all plots are at capacity, a lottery system would determine the renters. Staff would also support the garden and use it for continuing education programs. This community garden would be a pilot program with a two-year trial and with weather permitting should be ready by June 1, 2012.

Commissioner Coulson moved seconded by Commissioner Casey to expand the Wagner Farm Garden Plots as outlined in the report. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Peterson, Katsamakakis. Nays: None. Motion Carried.

c. **Construction Update: Robert Quill**

Superintendent Bob Quill reported that the Willow Park Fieldhouse renovation project is moving along and should be completed right after the first of the year. This project was a partnership effort between the Northern Suburban Special Recreation Association, Northern Suburban Special Recreation Foundation, The Glenview Park Foundation and the Glenview Park District. Each Foundation contributed \$100,000 towards the renovation. Bob also referred to the project schedules on both the Administration Building renovation and the Park Center Fitness Renovation. He noted the fitness areas have all been dry walled and the specialty flooring is ready to go in. The project should be complete by the end of January with an anticipated “soft” opening to be around mid February. The Administration building project is on schedule with the roof sections currently being installed. All first floor walls should be framed by December 28 with the brick work being completed by January 13. The second floor framing should be done by January 6 and dry walled by January 27. Staff still anticipates a May 1, 2012 move-in date. Director Balling recognized Bob Quill for all his efforts and diligence in supervising these many projects. He also acknowledged the cooperation of the Village of Glenview in turning over the historic administration building to the Park District.

i) **@Consideration to Approve a Change Order to Tuck Point the Entire Administration Office Building**

Superintendent Quill explained that once the vines were taken off the building, it was clear that there were many variations of mortar color and design distortion on the brick. So in order to historically restore the building correctly and after getting an estimate of the cost from two different contractors on the site, staff determined it was necessary and cost-effective to tuck point the entire building. This work was originally bid as an alternate but is being reconsidered since the total budget has experienced significant cost savings.

Commissioner Peterson moved seconded by Commissioner Casey to accept a Staff recommendation to approve a Change Order not to exceed \$49,934 to tuck point the entire Administration Office Building. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Casey, Katsamakakis. Nays: None. Motion Carried

**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 November. He reported four large invoices for the month: Exelon Energy, Inc., W.B. Olson, Inc., PDRMA, and Workmasters, Inc.

- c. **Attorney**  
No Report

- d. **Executive Director/Secretary**

- i) Recognition of Fred Gullen's 22.5 years of dedicated service  
Director Balling noted this was the last Board meeting for retiring Superintendent of Park Services, Fred Gullen. He recognized Fred as a dedicated, true public servant who has always been responsive and committed to our residents and who has a real love for parks and the natural sciences. The Director thanked him for all his dedication and hard work for the past 22 plus years at the Glenview Park District and presented him with a certificate to plant a tree (of his choice) in his name at the Park District.

The Commissioners also expressed their thanks to Fred: Commissioner Casey commented that Fred had taught him a lot these last nine years and it had helped make him a better Park Commissioner. He was impressed with Fred's wealth of knowledge and constant professionalism. Commissioner Coulson remarked how Fred was always available to answer any questions. She admired him as a parent as well and how he had impacted the youth of our community with his many contributions such as his help with the Eagle Scouts program. President Katsamakis praised Fred for the seamlessly smooth transition of staff and facilities, parks and school grounds maintenance after the major fire that destroyed the Parks Services maintenance garage on Roosevelt Avenue. Commissioner Kuhn acknowledged that he had just got to know Fred but that he would also miss him and wished him well. The Board then recognized Fred with a Park Board Resolution honoring his service and contributions to the Glenview Park District. President Katsamakis then read Resolution 2011-26 to all those in attendance.

- ii) @Resolution 2011-26: A Resolution Honoring the Service of Fred Gullen for His Contributions to the Glenview Park District

Commissioner Casey moved seconded by Commissioner Coulson to accept the Board recommendation to approve Resolution 2011-26: A Resolution Honoring the Service of Fred Gullen for His Contributions to the Glenview Park District. Roll Call Vote: Ayes: Kuhn, Peterson, Casey, Coulson, Katsamakis. Nays: None. Motion Carried.

**6. Matters from the Public**  
None

**7. @Approval of Accounts Payable: \$2,155,113.62**

Commissioner Casey moved seconded by Commissioner Coulson to approve payroll and accounts payable for the month of November, 2011 in the amount of \$2,155,113.62. Roll Call Vote: Ayes: Peterson, Casey, Coulson, Kuhn, Katsamakis. Nays: None. Motion Carried.

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

President Katsamakis asked the Commissioners if anyone wanted to remove an item from

the Consent Agenda for further discussion. There were no requests for removal. Commissioner Casey moved seconded by Commissioner Peterson to approve the Consent Agenda items. Roll Call Vote: Ayes: Peterson, Casey, Coulson, Kuhn, Katsamakidis. Nays: None. Motion Carried. (Copy of supporting information filed herewith and explained below).

a. **Accepted the Special Facilities Committee recommendation to approve the 2012-13 Tennis Club Annual Recommendations**

There were only minimal market increases on court time, membership fees and group lessons.

b. **Accepted the Special Facilities Committee recommendation to approve the 2012-13 Glenview Park Golf Club Annual Recommendations**

Changes were minimal.

c. **Accepted the Special Facilities Committee recommendation to approve the 2012-13 National 9 Annual Recommendations**

Very minimal changes were recommended. Staff believes that fees are well placed in the current market.

d. **Accepted the Recreation Museum and Swimming Pool Committee recommendation to approve the 2012-13 Park Center Annual Recommendations**

Only a few minor changes were made to this operation.

e. **Accepted the Recreation Museum and Swimming Pool Committee recommendation to approve the 2012-13 Fieldhouses/Picnic Permit Annual Recommendations**

Current permit practice was retained allowing no more than eight large events in Gallery Park each year. This limit is designed to ensure that the park also remains available to the community and casual user.

f. **Accepted a Recreation Museum and Swimming Pool Committee recommendation to accept the 2012-13 Outdoor Pools Annual Recommendations**

Only minimal price increases for the early bird pass program. No fee increases for the regular season pass or daily admissions.

**9. Committees Reports and Recommendations**

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

i) Update on Outdoor Sledding and Ice Rinks

Commissioner Casey noted that due to the Roosevelt lighting project that is in progress and workers needing to drive on the frozen ground, the ice rink at Roosevelt will be moved to just south of the fieldhouse so it is out of the way of the work being done. Superintendent Fred Gullen also commented that Cole Park neighbors were notified by mail and also by the Glen Oak Acres Homeowners Association of a meeting at the Cole Park Fieldhouse that the

Park District scheduled to discuss the proposed ice rink with them. Fred felt the meeting was very positive.

ii) Update on Emerald Ash Borer

Fred also noted that the neighbors at the Cole Park meeting were also updated on the Emerald Ash Borer project to remove diseased trees since Cole Park has the most Ash trees (75) to be removed. Jim Warnstedt, Park and Facility Services Supervisor, reminded the Board of the Technical Assistance grant of \$20,000 that the Park District recently received from the Morton Arboretum. He noted the second phase of that grant is a reforestation grant through the Mayors Caucus which will be used for replanting of trees that are being removed. Submittal of the grant will in January with grant notifications to be sent out in February.

iii) Committee Update

No Report

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

i) Donations, Grants and Sponsorship Report

Superintendent Bob Quill noted that staff generates this report every year and shows that this past year is one of the best we've seen. He noted the Park District gets a lot of support from local businesses and also contributions from the TIF (Tax Increment Financing).

ii) Parking Center Parking Lot Map and Suggestions

Bob Quill handed out a map staff created of the Park Center parking lot which shows patrons where to park for better access to the building. Staff is also looking to have better signage to give patrons more suggestions and better direction.

iii) Outdoor Aquatic Center Interim Financial Report

Bob briefly discussed the interim financial report. He said the good news is that it is anticipated the pools will have a \$30,000 net to their fund balances. These numbers are also based on approximately 75% of storm claims being paid out. Bob also pointed out the aquatic staff continues to train and work very diligently on maintaining safe pools for our patrons.

iv) Committee Update

No Report

**c. Special Revenue Facilities (*Chair Ted Przybylo, Commissioner Charlie Kuhn*)**

i) Committee Update

Superintendent Cheryl Deom announced that an update on the proposed National 9 Clubhouse will be presented to the Board at the January meeting.

## **10. Staff Reports**

Superintendent of Special Facilities, Cheryl Deom noted the Black Hawk equipment sale was going very well with crowds waiting in line to get in. Also, this year's "drop and

shop” program had 22 kids enjoying ice skating, crafts and lunch at the Ice Center while their parents had the opportunity to go shopping. The News Year’s Eve event will be from 5:00-7:00 p.m. this year at the Ice Center.

Superintendent of Administrative Operations, Barbara Cremin, announced interviews will be scheduled for the first two weeks of January for the Parks Superintendent and Risk Manager positions. Staff is expecting to have both positions filled by the end of January.

Superintendent of Leisure Services, Bob Quill, reported on the popular Polar Express event which takes children/parents on a train ride to Fox Lake (The North Pole) to meet Santa. He credited Kathleen Benson for her coordination of this event which had over 500 kids attend on two different dates.

## **11. Matters from Commissioners**

Commissioner Charlie Kuhn wished everyone a Merry Christmas and happy holidays and thanked staff for all their hard work this past year.

Commissioner M.J. Coulson extended her holiday wishes as well and commented on all the great services the Park District was able to provide to the community this year.

President Angie Katsamakakis thanked staff and the Board for helping her through her first year as Board President and wished everyone happy holidays.

Commissioner Dan Peterson thanked staff for helping him through the first eight months of his term as Commissioner and expressed how proud he is of the Park District.

Commissioner Bill Casey echoed all the holiday wishes for a Merry Christmas and prosperous New Year. He thanked staff for all they do.

Bill also commented on the recent GTAC meeting that took place between District 225 and the GTAC parents/coaches. GTAC is a very successful swim program that is run by the Glenview Park District. The team practices at the GBS pool and is a guest of the School District. With the second pool being opened, the Glenbrook Aquatics team has been scheduling more of the swim time and the GTAC program has had a difficult time getting the practice time they would like. A meeting with both groups and the parents/coaches was scheduled to try and find a resolution to this issue. It was proposed to have the two separate programs run by the School District. However, the GTAC parents have concerns GTAC will eventually be taken over by the Glenbrook Aquatics team and they want the GTAC program to remain independent. According to Commissioner Casey, parents also feel they are not being heard by the School Board and want some direction from the school administration. Director Balling noted that the School District has reached out to the parents.

Director Balling remarked on the beautiful holiday lighting at the Schram Memorial Museum and noted that most Park Districts do not have a facility like the museum that is available to so many groups. The Director also announced that Ken Wexler will be the Interim Parks Facility Superintendent until that position is filled.

**12. Correspondence**

Director Balling acknowledged that the Northern Suburban Special Recreation Foundation is being awarded an IAPD/IPRA “Excellence in Service Award” at the annual state conference for raising over one million dollars over the last 14 years which benefitted people with special needs. He invited all Board members to attend the awards ceremony on January 26, 6:00 p.m. at the Hyatt Regency Hotel.

The Director also thanked the Board for all their time, passion, support and input this past year all of which greatly benefitted the community and wished everyone happy holidays.

**13. Adjourn**

Commissioner Kuhn moved seconded by Commissioner Coulson to adjourn the Open Session at 8:45 p.m. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Peterson, Katsamakis. Nays: None. Motion Carried.

ATTEST:

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Angie Katsamakis  
Board President

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Charles T. Balling  
Board Secretary

Approved this 19th day of January 2012

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