



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
February 23, 2012

1. Roll Call

President Angie Katsamakakis called the meeting to order at 7:02 p.m. and the roll was called.

Commissioners present: Bill Casey, Mary Jean Coulson, Ted Przybylo, Angie Katsamakakis. *Note:* Commissioner Bob Patton was not present for the Roll Call but arrived at 8:20 p.m.

Commissioners attended by audio conference: Dan Peterson

Commissioners absent: Charles Kuhn

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 Leisure Services Robert Quill, Superintendent of Park & Facility Services James Warnstedt and Recording Secretary Joanne Capaccio. Please refer to the attendance record for visitors.

2. A Moment of Silence was observed

3. Minutes

a. **@Consideration to accept the January 10, 2012 Special Facilities Committee meeting minutes**

Commissioner Casey moved seconded by Commissioner Przybylo to accept the January 10, 2012 Special Facilities Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Peterson, Przybylo, Katsamakakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

b. **@Consideration to accept the January 12, 2012 Finance Committee meeting minutes**

Commissioner Przybylo moved seconded by Commissioner Casey to accept the January 12, 2012 Finance Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Peterson, Przybylo, Casey, Katsamakakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

- c. **@Consideration to approve the January 19, 2012 Regular Board meeting minutes**
 Commissioner Coulson moved seconded by Commissioner Przybylo to approve the January 19, 2012 Regular Board meeting minutes. Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Katsamakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)
- d. **@Consideration to accept the February 10, 2012 Administration Operations Committee meeting minutes**
 Commissioner Coulson moved seconded by Commissioner Casey to accept the February 10, 2012 Administration Operations Committee meeting minutes. Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Katsamakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)
- e. **@Consideration to accept the February 15, 2012 Recreation, Museum and Swimming Pools Committee meeting minutes**
 Commissioner Casey moved seconded by Commissioner Coulson to accept the February 15, 2012 Recreation, Museum and Swimming Pools Committee meeting minutes. Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Katsamakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Presentations

- a. **2011 IAPD/IPRA/Glenview Park District Community Service Awards**
 - i) Farmers Market Director: Roxanne Junge—For her work to bring fresh fruits and vegetables to LINK users (families in need) in our community.

President Katsamakis recognized that in Roxanne's role as the Glenview Farmers Market manager, she not only helped in the transition of the market to Wagner Farm but also in order to make the market accessible and welcoming to all no matter what their economic level or national origin, she crafted the Farmers Market LINK program which allows LINK users to redeem their benefits at the Farmers Market. LINK is the current incarnation of the national food assistance program. Roxanne also sought thousands in private community donations to match the LINK benefits which meant the user's funds went twice as far. This program was the first of its kind in the entire State of Illinois and is being modeled in other communities. Director Chuck Balling thanked Roxanne for her dedication and commitment to the community and presented her with the 2011 Illinois Association of Park Districts and Illinois Park and Recreation Association Community Service Award.

Roxanne commented on how proud she was of the Glenview community for being the first in the country to completely fund this program on their own and recognized and thanked her Farmers Market team mates: Todd Price, Lindsay Wieland and Christine Shiel.

- ii) September 11 Tribute Committee members: Karen Benedetto and Larry Carlson—For their service as a citizen committee member responsible for the planning and presentation of Glenview Remembers – marking the 10th anniversary of 9/11.

President Katsamakakis recognized how Karen Benedetto and Larry Carlson drafted a committee of local officials and residents to help develop a special remembrance of 9/11 on its 10 year anniversary. The event itself was solemn and mindful and acknowledged the bravery and sacrifice of our first responders. Both Karen and Larry worked with the committee over the course of many months to develop, fund and deliver “Glenview Remembers” on September 11, 2011 in Gallery Park in front of some 2,000 residents. Karen and Larry understood how important it was for our community to mark this anniversary and to provide an opportunity for Glenview residents to reflect and remember. President Katsamakakis thanked them for their willingness to step up and dedicate the countless hours of planning necessary to make the ceremony the respectful, yet uplifting program that it was and presented them both with a 2011 Illinois Association of Park Districts and Illinois Park and Recreation Association Community Service Award.

Karen Benedetto thanked Bob Quill and the entire community for all their help and support. Larry Carlson noted how this event meant so much to the community and he also recognized Bob Quill and the support of the Park District.

b. IAPD/IPRA Agency Showcase Award for Outstanding Electronic Communications: *Wagner Feed Blog*

Director Balling recognized and thanked Wagner Farm Director Todd Price for all his efforts in creating and writing the *Wagner Feed Blog* which won the 2011 Illinois Association of Park Districts and Illinois Park and Recreation Association first place Agency Showcase Award for Outstanding Electronic Communications for the second year in a row. This professionally judged competition recognizes Illinois agencies for their marketing and visual communication efforts ranging from print to multimedia. The Wagner Farm Blog was started in February 2009 and has had 56,459 hits since inception from countries as far away as Russia, Japan, Turkey and Germany. Todd thanked Sarah Hagye, Kevin Roberts, Sean King and Julie Baran-Reilly for their continued technical assistance and support with the Blog.

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. He reported there were two large invoices: W.B. Olson, Inc. and Rieke Office Interiors.

c. Attorney

Attorney Sam Witwer commented on the PTELL Bill that is once again being considered by legislators in Springfield. This Bill proposes to deprive local government units of capturing the CPI (Consumer Price Index) if their EAV (Equalized Assessed Values, i.e., property values) decline. Director Balling noted this if this Bill is passed, it could have a real negative impact on Park Districts and School Districts. Superintendent Barb Cremin noted that property values do not determine the cost of services and jurisdictions would want to maintain their current standard of services by being able to capture the inflation related to the CPI.

Attorney Witwer also explained his drafting of a sign that addresses public assembly on Park District property to alleviate St. Peter and Paul Greek Orthodox Church's concerns about electioneering on its property. This jeopardized the church's status as a section 501c3 organization. The sign included sectioning off an area at Wagner Farm to accommodate public assembly in addition to the public sidewalk. Wagner Farm hosts many public events including the Farmers Market and has from time to time had special interest groups assemble. Depending on future circumstances, this policy could give the public their right to assemble while maintaining a welcoming environment for those attending the events.

d. Executive Director/Secretary

- i) Chicago Wilderness Habitat Project 2012 Conservation Leadership Award to the Village of Glenview and the Glenview Park District
Director Balling noted that the Village and Park District are being honored with this award for a number of projects, e.g., Gallery Park and the Kent Fuller Air Station Prairie. The award will be given out at a dinner on March 10, 2012 at The Brookfield Zoo.

Director Balling also announced that the Glenview Park District will receive the "Partner of the Year" award at the annual Northern Suburban Special Recreation Association (NSSRA) Shining Star Banquet being held on Friday, April 27, 2012, 6:00 p.m. at the Hilton Chicago, Northbrook.

6. Matters from the Public

None

7. @Consideration to approve Accounts Payable

Commissioner Przybylo moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of January, 2012 in the amount of \$1,442,168.27.

Roll Call Vote: Ayes: Przybylo, Casey, Coulson, Peterson, Katsamakakis. Nays: None.
Motion Carried.

8. @Consideration to approve Consent Agenda items

President Katsamakakis asked is anyone had questions regarding the Consent Agenda. There were none.

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

- a. **Approved Ordinance 2012-01** abating the tax hereto levied for the year 2011 to pay the Principal of and the interest on \$6,715,000, General Obligation Park Refunding Bonds (Alternate Revenue Source) Series 2005 of the Glenview Park District, Cook County, Illinois.
- b. **Approved Ordinance 2012-02** abating the tax hereto levied for the year 2011 to pay the Principal of and the interest on \$8,220,000, General Obligation Park Refunding Bonds (Alternate Revenue Source) Series 2006 of the Glenview Park District, Cook County, Illinois.
- c. **Approved Ordinance 2012-03** abating the tax hereto levied for the year 2011 to pay the Principal of and the interest on \$8,000,000, General Obligation Park Refunding Bonds (Alternate Revenue Source) Series 2007B of the Glenview Park District, Cook County, Illinois.
- d. **Approved Ordinance 2012-04** abating the tax hereto levied for the year 2011 to pay the Principal of and the interest on \$4,960,000, General Obligation Park Refunding Bonds (Alternate Revenue Source) Series 2009A of the Glenview Park District, Cook County, Illinois.
- e. **Approved Ordinance 2012-05** abating the tax hereto levied for the year 2011 to pay the Principal of and the interest on \$3,940,000, General Obligation Park Refunding Bonds (Alternate Revenue Source) Series 2011A of the Glenview Park District, Cook County, Illinois
- f. **Approved Ordinance No. 2012-06: Liquidation of Personal Property**
This is a house keeping item to sell unneeded Park District equipment.
- g. **Approved Dennis Downes Proclamation**
Dennis Downes is an internationally award winning artist and Glenbrook North graduate. Each year Dennis displays his original paintings, prints and sculptures and tapestries at The Grove's Redfield Estate for the public to enjoy at no charge. He has generously donated a portion of his sales back to the Grove Heritage Association. This proclamation will be presented to Dennis at his

upcoming art show in March.

9. Committees Reports and Recommendations

a. Administrative Operations Committee (*Chair Mary Jean Coulson, Commissioner Dan Peterson*)

i) @2012/2013 Part-Time Employee Salary Ranges

Commissioner Coulson reported that the Committee met on February 10, 2012 and discussed employee salary ranges, merit pool and development plans. Barb Cremin noted there were minor adjustments to the part-time salary ranges. She also explained the new position of Special Project Manager, which would be brought in as temporary help on upcoming special projects.

Commissioner Coulson moved to approve the Administrative Operations Committee recommendation for the 2012/2013 Part Time Employee Salary Ranges. Roll Call Vote: Ayes: Coulson, Peterson, Przybylo, Casey, Katsamakakis. Nays: None. Motion Carried.

ii) @2012/2013 Merit Increase Pool

Commissioner Przybylo moved to accept the Administrative Operations Committee recommendation to approve a merit increase pool of \$167,000 (which is approximately a 3% merit increase pool). Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Katsamakakis. Nays: None. Motion Carried.

iii) @2012/2013 Full-Time Employee Salary Ranges

Commissioner Coulson moved to accept the Administrative Operations Committee recommendation to approve the 2012/2013 Full-Time Employee Salary Ranges by 1.5%. Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Katsamakakis. Nays: None. Motion Carried.

iv) Park Board Meeting Guidelines

Director Balling noted the draft Board meeting guidelines that were recommended by Commissioner Kuhn and discussed with the Administrative Committee. Commissioner Coulson remarked that she attended a session at the state conference that covered this topic and learned it was realistic to state 3-5 minutes per person for public comments at Board meetings as well as to set a timeframe on individual topics. The guidelines will be sent back to the Administrative Committee for further discussion and review.

v) Committee Update No Report.

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

- i) @Ordinance number 2012-07 providing for the issue of \$80,000 General Obligation Park Refunding Bonds, Series 2012A, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.

Commissioner Przybylo announced that the annual Budget meeting is scheduled for Tuesday, April 10, 2012, at 6:00 p.m. with the room still to be determined.

Barb Cremin noted that the issuance of the \$80,000 General Obligation Park Refunding Bonds is the second half of the annual rollover bond. This bond issue is a negotiated sale with Glenview State Bank currently at an interest rate of .40%.

Commissioner Przybylo moved to accept the Finance Committee recommendation to approve Ordinance number 2012-07 providing for the issue of \$80,000 General Obligation Park Refunding Bonds, Series 2012A, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Katsamakís. Nays: None. Motion Carried.

- ii) @Revised Categories of Park Service
The Finance Committee felt the revisions which moved certain items to the Enterprise Services Category more clearly reflected the intention that tax dollars should not be spent to subsidize the direct costs of those services.

Commissioner Przybylo moved to accept the Finance Committee recommendation to approve the revised Categories of Park Services as presented. Roll Call Vote: Ayes: Przybylo, Casey, Coulson, Peterson, Katsamakís. Nays: None. Motion Carried.

- iii) Committee Update
No Report

c. **Recreation/Museum/Swimming Pool Committee (Chair Bob Patton, Commissioners Charlie Kuhn/Angie Katsamakís)**

- i) @Wagner Farm Proposed Drainage Improvement Plan/Bid Results
Bob Quill noted this drainage work is being done in an effort to improve drainage in the Wagner Farm event area. Elanar Construction has completed projects for the Park District in the past and staff has been very pleased with their work.

Commissioner Casey moved to accept the Recreation/Museum/Swimming Pool Committee recommendation to approve accepting the lowest responsible bid from Elanar Construction, Glenview, IL, in the amount of

\$52,393 for the required work on the Wagner Farm drainage improvement plan. Roll Call Vote: Ayes: Casey, Coulson, Peterson, Przybylo, Katsamakidis. Nays: None. Motion Carried.

ii) @Silo Exhibit Construction

Bob Quill explained that the Silo exhibit is a two- level, multidimensional interactive exhibit for visitors to better understand the inner workings of a farm. It is being constructed from an original silo that was donated to the farm. Because of the uniqueness of the work, the proposal was sent out to pre-qualified companies. SVI of Morton Grove has done work for the Park District in the past and staff has been very pleased with them. Cost for the project has been reduced with some of the work being done in-house.

Commissioner Coulson moved to accept the Recreation/Museum/Swimming Pool Committee recommendation to approve hiring SVI of Morton Grove, IL to fabricate and install the silo exhibit in the amount of \$88,333. Roll Call Vote: Ayes:, Coulson, Peterson, Przybylo, Casey, Katsamakidis. Nays: None. Motion Carried.

iii) @NSSED (Northern Suburban Special Education District) Agreement with Wagner Farm

Wagner Farm Director, Todd Price, noted that this agreement is one of the farm's newest efforts to partner with NSSRA to develop a program called "Be at the Farm" for special needs students. This proposed pilot program involves three students with special needs and their instructors and it will be reviewed annually. Most of the teachings will be horticulture related and students will be able to grow and raise their own items. The former garden plots area at the farm will be used for this purpose. Director Balling recognized Todd for his leadership and efforts on developing this program which should have a long-lasting effect on these special students.

Commissioner Coulson moved to accept the Recreation/Museum/Swimming Pool Committee recommendation to approve the Intergovernmental Agreement for use of Wagner Farm by students of NSSED. Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Katsamakidis. Nays: None. Motion Carried.

iv) Update on the Proposed Jackman Park Foundation Plaza

Bob Quill gave an update on the renovation of "Jackman Plaza". The Glenview Park Foundation was to contribute \$100,000 toward this renovation which would tie in the new Library, new Park District Administration building, and Jackman Park into one complete campus. The Village of Glenview however has some concerns with pedestrian traffic. So, this project has been tabled until the Village does a traffic study.

- v) Committee Update
No Report

10. Staff Reports

New Superintendent of Park and Facility Services, Jim Warnstedt, gave an update on the Roosevelt Lighting project. He explained because of the mild winter, the ground did not freeze enough to hold the heavy cranes needed for this project. The cost for planking the ground was very high with no guarantee that the turf would not be damaged. So, staff has recommended beginning this project in July, when camps are over, with an estimated completion date of September. Jim also noted that some of the ash trees that were infected with the Emerald Ash Borer have already been removed and will be replaced. Staff is waiting to hear if the Park District will be receiving a reforestation grant that was submitted. Regardless of the grant status, there will be additional planting of trees in both the spring and fall.

Director Balling and the entire Board welcomed Jim to his first Park Board meeting and congratulated him on his new role.

Superintendent of Special Facilities, Cheryl Deom, noted that staff will be gearing up for the opening of the golf courses. Staff has completed minor renovations and painting at the Café and pro shop. Cheryl was pleased to announce that both the Glenview Chamber of Commerce and Gewalt Hamilton Associates have scheduled their annual golf outings at the Glenview Park Golf Course this year. Staff has also been looking at the operations of different paddle tennis facilities in preparation for the proposed National 9 paddle tennis project. Cheryl also reported that the Glenview Ice Center sold 330 passes for ice skating and rentals through Groupon for the first time. Customers are getting an incentive coupon to return when they redeem their Groupon pass. Lastly, Cheryl reminded the Board that the February Freeze begins this weekend at the Glenview Ice Center and invited all to stop by.

Superintendent of Administrative Operations, Barb Cremin, announced that there are three full-time staff vacancies, one at the Fitness Center and two at Park Services. However, two of the vacancies are the result of staff being promoted to other positions. She also reported that the new Risk Manager, Henry Urbina, is making good progress as he visits the facilities and meets with staff on any potential safety concerns and proactive safety measures.

Superintendent of Leisure Services, Bob Quill, reported there is a Residents' Open House this Saturday being held at Park Center along with the Fitness Center expansion open house. So far, fitness patrons have enjoyed the extra space, demo classes and Pilates room. He also reported that the Administration building is 65% dry walled and the mechanical, electrical and plumbing is now all roughed in. Door frames and other finishes will be going in next month.

11. Matters from Commissioners

Commissioner Mary Jean Coulson noted an editorial that appeared in the Glenview Announcements regarding the Fish Fry and encouraged everyone to attend the first Fish Fry on February 24.

Director Balling commented on the lighthearted “hero award” Commissioner Casey received for the second year in a row at a state conference session where he was given \$100.00 for answering a question pertaining to the Open Meetings Act. Commissioner Casey donated the award to the Glenview Park Foundation.

Commissioner Peterson playfully reported that he was so inspired by a recent presentation of a proposed “fest” at Wagner Farm that he has gotten tickets for Baconfest Chicago on April 14 and will report back to the Board on his research.

President Katsamakakis commented that the Park Board was very honored and proud at the January IAPD/IPRA State Conference to have Director Chuck Balling receive the 2011 IPRA “Fellow Award” which is given for excellence in promoting the parks and recreation movement throughout the state of Illinois. Director Balling thanked the great team at the Park District and the Park Board for all their support.

Commissioner Casey reported he learned at an IAPD/IPRA Conference session that emails between Commissioners should always be sent through the Park District server to comply with the Freedom of Information Act (FOIA) laws. He also noted text messages can be foible as can draft copies of documents if the President mentions the draft in a meeting. It was also reported at Conference that state legislators are looking at updating the State’s Prevailing Wage law to include landscapers. Director Balling noted staff is monitoring this legislative process and if passed will have workshops for staff to make sure we are compliant.

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 Casey to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:35 p.m. to discuss minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6), Personnel (c1). Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Casey, Coulson, Katsamakakis, Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:45 p.m.

Commissioner Patton moved seconded by Commissioner Przybylo to adjourn the executive session and move back into Open Session at 9:50 p.m. Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Casey, Coulson, Katsamakakis. Nays: None. Motion

Carried.

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

None

15. Adjourn

Commissioner Coulson moved to adjourn the Open Session at 9:50 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

Angie Katsamakos
Board President

Charles T. Balling
Board Secretary

Approved this 22nd day of March, 2012

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