



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
March 21, 2013

1. Roll Call

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

Commissioners present: Bill Casey, Charles Kuhn, Ted Przybylo, Bob Patton.
Commissioner Angie Katsamakidis arrived immediately after the Roll was called.
Commissioner Mary Jean Coulson arrived at 7:05 p.m.

Commissioners absent: Dan Peterson.

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. **@Acceptance of the February 21, 2013 Buildings, Grounds and Park Services Committee meeting minutes**
Commissioner Przybylo moved seconded by Commissioner Casey to accept the February 21, 2013 Buildings, Grounds and Park Services Committee meeting minutes. Roll Call Vote: Ayes: Casey, Katsamakidis, Kuhn, Przybylo, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)
- b. **@Acceptance of the February 25, 2013 Finance Committee meeting minutes**
Commissioner Przybylo moved seconded by Commissioner Casey to accept the February 25, 2013 Finance Committee meeting minutes. Roll Call Vote: Ayes: Katsamakidis, Kuhn, Przybylo, Casey, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)
- c. **@Approval of the February 28, 2013 Regular Park Board meeting minutes as amended** (per Commissioner Kuhn)
Commissioner Katsamakidis moved seconded by Commissioner Casey to approve the February 28, 2013 Regular Board meeting minutes as amended. Roll Call Vote: Ayes: Katsamakidis, Kuhn, Przybylo, Casey, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Recognition

a. **Awarded the 2012 IAPD/IPRA Glenview Park District Community Service Award to Robin Hinrichs, Advocate for the Glenview Blades Synchronized Ice Skating Teams**

Each year the Park District presents the Illinois Park and Recreation Association Community Service Award to honor volunteers/organizations that go above and beyond in assisting the Glenview Park District and their community. This month, President Patton honored Robin Hinrichs with this award for her leadership and dedication to the Glenview Blades Synchronized Skating program held at the Glenview Ice Center. Robin has always been actively involved in the promotion of this sport and is an advocate for young figure skaters in Glenview and the surrounding area. Robin has served for the last two years as the Chairman of the Glenview Blades Parent Board and has remained dedicated and committed to the Glenview Blades organization.

5. 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. He reported there were two large invoices: PDRMA and Valenti Builders, Inc. Bill remarked that as the fiscal year end approaches, all park district funds are right where they should be.

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

No Report

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

- i) Emerald Ash Borer Reforestation Grant (\$10,000) awarded to GPD
Director Balling recognized Jim Warnstedt and his park services team for the work they did on securing a \$10,000 Emerald Ash Borer grant. The funds will buy approximately 40 trees that the park district will plant in various parks.

Director Balling also noted that the Glenview Park District will be featured in an upcoming Illinois Parks and Recreation magazine article on Partnerships.

6. Matters from the Public

None

7. @Consideration to approve Accounts Payable

Commissioner Patton moved seconded by Commissioner Przybylo to approve payroll and accounts payable for the month of February, 2013 in the amount of \$2,052,617.01. Roll Call Vote: Ayes: Kuhn, Przybylo, Casey, Coulson, Katsamakias, Patton. Nays: None. Motion Carried.

8. @Consideration to approve Consent Agenda items

President Patton asked is anyone wanted an item removed from the Consent Agenda for further discussion. There were no requests.

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

- a. **Accepted a Staff recommendation to approve the Summer T-shirt and Uniform bids from Sunburst Sportswear and Silk Screen Express totaling \$62,111.73.**

The T-shirt and uniform bid opening took place on Tuesday, March 5, 2013 at 2:00 p.m. Seven companies submitted bids. Staff recommended splitting the bids among the two companies. The Glenview Park District has conducted business with both companies within the past three years and has received quality products, service and delivery.

- b. **Accepted a Staff recommendation to approve the Summer Camp Bus Bid to the lowest responsible bidder, Olson Transportation, Gurnee, IL for \$28,848.00.**

The Summer Bus Bid opening took place on Tuesday, March 5, 2013 at 11:00 a.m. Three companies submitted bids. Olson Transportation has provided the Glenview Park District with bus service several times in the past and has always met our expectations.

- c. **Accepted a Buildings Grounds and Park Services Committee recommendation to approve the 2013 Tennis and Basketball Court Projects Bid from Evans & Son Blacktop, Inc., of West Chicago, IL in the amount of \$96,449.**

Seven bids were received on March 7, 2013 for this year's Tennis and Basketball Court projects. Evans & Son has done other projects with the Park District in the past, including the Flick tennis courts overlay and has done good work.

- d. **Accepted a Buildings Grounds and Park Services Committee recommendation to approve the 2013 Paving Projects Bids from Allstar Asphalt of Wheeling, IL in the amount of \$25,800 for the Base Bid work and Chicagoland Paving, Lake Zurich, IL in the amount of \$52,006 for the Alternate work.**

Seven bids were received on March 7, 2013 for this year's Paving Projects. This work involves some parking lot sealcoating and striping as well as concrete and asphalt work at various locations. Both Allstar Asphalt and Chicagoland Paving have done good work for the Park District in the past.

9. Committees Reports and Recommendations

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

- i) @Approved a temporary Use/Occupancy Agreement for Fire Dept. use of 1100 Roosevelt Ave.

The agreement outlines the temporary use of the site by the Glenview Fire Department as a temporary location to house Fire Station 6 operations for up to 18 months in support of the Village's revitalization plans for downtown and will help facilitate the ultimate move of Fire Station 6 operations to 1215 Waukegan Road. Most importantly, this will allow the Fire Department to continue its high level of service. More details for the proposed temporary fire operations were explained at a neighborhood meeting on March 21, 7:00 p.m. at Village Hall. The Village of Glenview Plan Commission is scheduled to consider the temporary station location at 7:00 p.m. Tuesday, March 26. The Village Board is scheduled to consider it at 7:30 p.m. Tuesday, April 2.

Commissioner Kuhn moved to accept a Buildings, Grounds and Park Services Committee recommendation to approve a temporary Use/Occupancy Agreement for Fire Dept. use of 1100 Roosevelt Ave. Roll Call Vote: Ayes: Przybylo, Casey, Coulson, Katsamakias, Kuhn, Patton. Nays: None. Motion Carried.

- ii) Update on additional netting for the Community Park West baseball fields Superintendents Jim Warnstedt and Bob Quill will be meeting with Glenview Youth Baseball on April 3 to go over the different options proposed for additional netting on the fields. Right now, it looks like just the bleachers will get the additional netting. Commissioner Coulson asked about the potential of birds getting caught in the netting. However, additional netting was put up between the National 9 and Kohl Children's Museum a few years back without any issues.

- iii) Update on Proposed Improvements to Flick Park Soccer Fields Jim noted the park district is waiting for an approval letter from District #34 as one of the steps to proceed with the proposed drainage and irrigation improvements at the park. Glenview AYSO (American Youth Soccer Organization) has offered to help fund some of these improvements.

- iv) Update on March 14, 2013 neighborhood meeting on proposed Roosevelt Park and Jackman Park playground renovations Jim commented that both the playground equipment at Roosevelt and potential renovations at Jackman Park were presented to the neighbors at this meeting. Staff is hoping to hold another meeting, possibly during the day, to get additional feedback from the neighbors. Commissioner Casey suggested having focus groups versus another meeting in order to get better participation and feedback.

- v) Committee Update
No Report

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

- i) Update on the Sale of Series 2013A Refunding Debt Certificates and Series 2013B General Obligation Park Refunding Bonds
Superintendent Barb Cremin announced that the district had two successful Bond Sales to refinance existing debt on March 14. The first was the Series 2013A Debt Certificates, which originally financed the outdoor pools. The low bid came in with a 1.77% interest rate. The other sale was the Series 2013B Refunding Bonds, which were originally taken out for Community Park West, the Park Services Maintenance Building and the Ice Center renovations. The low bid was a 1.828% interest rate. The total savings on both bonds is projected to be \$808,611.00.

- ii) Committee Update
No Report

10. Staff Reports

Superintendent of Park and Facility Services, Jim Warnstedt, reported the Diederich Fieldhouse renovations are near completion with epoxy flooring, fixtures, cabinets and lights to go in next week. Jim also noted the municipal partnering initiative with the Village of Glenview will include asphalt resurfacing at Flick Park and a sanitary line installation at Johns Park. Jim also announced that the liquid propane gas grant that the district applied for has been approved for \$3,500 in funding.

Superintendent Bob Quill also briefly explained the storm water management project at Flick Park that we are partnering on with the VOG will have water from the north side of the park brought to the retention area near the pool to benefit the neighborhood.

Superintendent of Special Facilities, Cheryl Deom, reported that staff is working on the planning for the May 4th grand opening (10:00 a.m.-2:00 p.m.) with the ribbon cutting at 11:00 a.m. of the new Glenview Prairie Club. Also, summer paddle tennis programs are being developed with Paddle Tennis pro Tony Marino. Cheryl continues to get positive feedback on the new name for the golf and paddle facility. She noted warmer weather is needed to paint the courts and decks. Asphalt paths will be redone once the asphalt plants open in April. New furniture should be delivered by April 1 and landscaping, including the berm, still needs to be completed. Always dependent on the weather, but the Glenview Prairie Club should be open to the public by April 15.

Superintendent of Administrative Operations, Barb Cremin, reported that all full-time employees are being trained on CPR and AED use. Also, harassment training is being conducted at the facilities. It is now more encompassing and is called "Respectful Workplace" training. A business writing workshop for managers is also being roll-out. Barb also noted that over 200 targeted email blasts are sent out per year by our Marketing department. Over 1600 customers have opened each email blast which is a good rate compared to other government agencies and is proving to be a very successful way to reach out to our customers.

Superintendent of Leisure Services, Bob Quill, reported on the following: The Senior Club Strategic Planning process is progressing with the following Committees being established: Marketing, Bylaws, Finance, Program Development and Organizational Structure. The plan will be brought to the Park Board sometime in June/July. The Baconfest event being held at Wagner Farm on April 27th now has 18 restaurants participating and is almost sold out with a very limited amount of tickets still available. The Glenview Park Golf Course kick-off meeting took place this week with architects, engineers, Village representatives and GPD staff going over timelines, projected schedules and a nearly completed topography study. He noted public meetings will also be held in July and August. Bob also explained that the VGB Act (Virginia Graeme Baker) keeps being reinterpreted and new guidelines created. We have submitted our new plans and need to wait for a state permit before we can proceed to upgrade the pools per these new guidelines.

11. Matters from Commissioners

Commissioner Mary Jean Coulson noted the Pioneer Press article that featured Todd Price and Wagner Farm. She felt the article did a great job acknowledging Todd's leadership in his field.

Commissioner Angie Katsamakias was anxious to see the camp enrollments and pool pass numbers. She was happy to see the camp enrollments are up from last year. Bob Quill noted the pool pass numbers are fewer than last year only because dates of sale have changed.

Commissioner Charlie Kuhn wished everyone a Happy Easter and safe travels.

12. Correspondence

None

13. @Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (sub-section c21), Personnel (c1)

Commissioner Coulson moved seconded by Commissioner Kuhn to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 7:48 p.m. to discuss minutes (c21) and Personnel (c1). Roll Call Vote: Ayes: Casey, Coulson, Katsamakias, Kuhn, Przybylo, Patton. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:02 p.m.

Commissioner Kuhn moved seconded by Commissioner Katsamakias to adjourn the executive session and move back into Open Session at 9:10 p.m. Roll Call Vote: Ayes: Coulson, Katsamakias, Kuhn, Przybylo, Casey, Patton. Nays: None. Motion Carried.

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

None

15. Adjourn

Commissioner Coulson moved seconded by Commissioner Katsamakis to adjourn the Open Session at 9:10 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

Robert J. Patton
Board President

Charles T. Balling
Board Secretary

Approved this 25th day of April, 2013

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