



## GLENVIEW PARK DISTRICT PARK BOARD MEETING

@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025

### Regular Meeting Minutes April 26, 2012

#### 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, Bob Patton, Daniel B. Peterson, and Angie Katsamakakis

Commissioners absent: Ted Przybylo

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Charles Balling, Superintendent of Park & Facility Services James Warnstedt, Superintendent of Administrative Operations Barbara Cremin, Superintendent of Special Facilities Cheryl Deom, and Recording Secretary Joanne Capaccio. Please refer to the attendance record for visitors.

#### 2. A Moment of Silence was observed

President Katsamakakis dedicated the observance to Attorney Witwer's mother and Commissioner Przybylo's father-in-law.

#### 3. Meeting Minutes

##### a. @Acceptance of the March 16, 2012 Buildings Grounds & Park Services Committee meeting minutes

Commissioner Casey moved seconded by Commissioner Peterson to accept the March 16, 2012 Buildings Grounds & Park Services Committee meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Katsamakakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

##### b. @Acceptance of the March 19, 2012 Finance Committee meeting minutes

Commissioner Patton moved seconded by Commissioner Casey to accept the March 19, 2012 Finance Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Peterson, Casey, Katsamakakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

##### c. @Approval of the March 22, 2012 Regular Board meeting minutes

Commissioner Coulson moved seconded by Commissioner Kuhn to approve the March 22, 2012 Regular Board meeting minutes. Roll Call Vote: Ayes: Kuhn,

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

d. **@Approval of the April 3, 2012 Special Park Board meeting minutes**

Commissioner Casey moved seconded by Commissioner Patton to approve the April 3 2012 Regular Board meeting minutes. Roll Call Vote: Ayes: Patton, Peterson, Casey, Coulson, Kuhn, Katsamakakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

e. **@Acceptance of the April 5, 2012 Special Revenue Facilities Committee meeting minutes**

Commissioner Peterson moved seconded by Commissioner Kuhn to accept the April 5, 2012 Special Revenue Facilities Committee meeting minutes. Roll Call Vote: Ayes: Peterson, Casey, Coulson, Kuhn, Patton, Katsamakakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

f. **@Acceptance of the April 10, 2012 Finance Committee of the Whole meeting minutes**

Commissioner Coulson moved seconded by Commissioner Casey to accept the April 10, 2012 Finance Committee of the Whole meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Katsamakakis, Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. **Presentations**

a. **National Champions: Glenview Stars U12 Girls Team**

Superintendent Cheryl Deom recognized the Glenview Stars U12 Girls Hockey team for winning the title of 2012 USA Hockey National Champions at the USA Hockey National Championships in Dallas, Texas. A Park District Proclamation was read on behalf of the Park Board and presented to coaches Scott Berger and Nick LaValle. Each member of the team also received a certificate of recognition.

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. He reported there were five large invoices for the month: Badger Truck Center, Elanar Construction, Exelon Energy Inc., W.B. Olson Inc., and PDRMA (Park District Risk Management Agency).

c. **Attorney**

No Report

d. **Secretary/Executive Director**

- i) @Consideration to Approve the Agreement for the Purchase and Sale of Unimproved Real Estate from the Redemptorists of Glenview, IL
- Director Balling gave a brief review on the process of this land acquisition. He noted the property went on sale in 2009 and the 12.5 acres to be acquired was originally part of the historic Kennicott family holdings. This land acquisition will extend the Grove's existing 123 acres to a total of 135.5 acres. The total purchase price for the 12.5 acres is \$1,510,000. However the Park District acquired a LAWCON (Land and Water Conservation) grant for \$750,000 which brings the per acre cost to \$60,800. The Park District negotiation team was comprised of Director Chuck Balling, Attorney Sam Witwer, Bob Quill and Steve Swanson. Director Balling noted the main benefits of acquiring this land are to protect the natural and historic areas around the Grove, add open space and beauty for the community, environmental protection and storm water mitigation. Commissioner Casey added the land will increase recreational opportunities in the Park District both active and passive such as those supported by the Grove Heritage Association. Commissioner Peterson noted the acquisition is preserving more of the original historical Kennicott land and is also preventing the land being sold for alternate purposes which may bring development, congestion and a strain on the school system. Commissioner Coulson referred to the Park District's Mission and Vision statements which promote stewardship and feels this land purchase provides that opportunity. (*Mission: To provide quality recreational programs, facilities and open space. Vision: The Glenview Park District promotes wholesome, enriching and enjoyable leisure time experiences that benefit individuals, families and the community*). Commissioner Kuhn read a statement from Commissioner Przybylo, who was unable to attend tonight's meeting due to a family health issue. (**Commissioner Przybylo's statement is attached and filed herewith**). In summary, Commissioner Przybylo extolled the great work of The Grove staff and volunteerism of the Grove Heritage Association. However, he feels this land purchase should have had public input and does not think spending \$750,000 of tax payer money for this property is warranted. He encouraged his fellow Board members to vote no on this acquisition. Commissioner Patton commended staff for securing the grant funding, getting an additional 2.5 acres at no cost, preserving open space and limiting development/congestion. However, in acknowledging his prior statements to the Board on this matter, he will be voting no. Commissioner Kuhn felt the land is over valued and does not want to spend \$750,000 at this time due to the many projects the Park District is currently funding and will be voting no.

Commissioner Peterson moved seconded by Commissioner Coulson to approve the Agreement for the Purchase and Sale of 12.5 acres of Unimproved Real Estate from the Redemptorists of Glenview, IL for \$1,510,000. The Park District will be reimbursed with a \$750,000 Land and Water Conservation Fund grant bringing the District's net cost to \$760,000 or \$60,800 per acre. Roll Call Vote: Ayes: Casey, Coulson, Peterson, Katsamakakis, Nays: Kuhn, Patton. Motion Carried.

6. **Matters from the Public**

None

7. **@Consideration to approve Accounts Payable**

Commissioner Patton moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of March, 2012 in the amount of \$2,147,833.88. Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Peterson, Casey, Katsamakis, Nays: None. Motion Carried.

8. **@Consideration to approve Consent Agenda items**

President Katsamakis noted the Finance Committee met on Monday and decided to remove agenda item 8.c and send it back to Committee for further review.

Commissioner Kuhn moved seconded by Commissioner Peterson to approve the Consent Agenda minus 8.c. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Casey, Coulson, Katsamakis, Nays: None. Motion Carried. (Copy of supporting information filed herewith and explained below).

a. **Approved Policy 3.25 Capital Replacement Fund**

This policy was updated to reflect current practices and to reflect the implementation of GASB 54 (Governmental Accounting Standards Board). This Policy establishes a special reserve fund designated as the Capital Replacement Fund to systematically provide for current and future replacements of specified assets.

b. **Approved Policy 3.26 Capital Development Policy**

This policy was updated to reflect current practices and to reflect the implementation of GASB 54. This Policy establishes a special reserve fund within the Corporate Fund to systematically provide for the development, replacement, major renovation and enhancement of current and future parks and facilities.

c. *(This item was removed from the Consent Agenda and not voted on).*

**Re-classify Schram Memorial Chapel as part of the Recreation Fund**

9. **Committees Reports and Recommendations**

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

i) **@Consideration to approve the 2012/2013 Glenview Park District Budget**

Barb Cremin announced the Finance Committee of the Whole met on April 10, 2012 to review in detail the 2012/2013 Budget. She noted the Park District is flexible to meet the community needs during these tough economic times by having diverse business operations (many part-time staff), a strong capital replacement program, conservative investments, strong base of volunteers, strong intergovernmental relationships which help to control costs (e.g., the Village of Glenview allowing use of the old police station for temporary offices during Administration building renovation) and high community support.

The proposed budget for 2012-2013 is \$34,910,199 (which is a 1.6% increase over projected expenses for this year). Of this the operating budget is \$21,715,621 and the capital budget is \$13,194,578. Total revenue for the year is \$33,015,436. Total expenses are \$34,910,199. We plan to use \$1,894,763 of reserves for several projects that were identified during our strategic plan, including the Glenview Park Golf Club master planning and course improvements, a proposed National 9 combined clubhouse and paddle tennis facility and The Grove land acquisition. This budget reflects the first full year of operations with an expanded fitness center and improvements to the rental operations at The Grove as a result of the renovated carriage house and pavilion. Other planned projects include Flick and Roosevelt playground renovations, Little Bear Garden renovation, remodeling two fieldhouses, Roosevelt sports field lighting and completion of the silo exhibit at Wagner Farm. Director Balling thanked the Board members for their feedback along with Treasurer Bill Moore and especially Barb Cremin and her team for all their work on the budget.

Commissioner Patton moved to accept the Finance Committee recommendation to approve the Glenview Park District fiscal year 2012/2013 budget as presented. Roll Call Vote: Ayes: Patton, Peterson, Casey, Coulson, Kuhn, Katsamakakis, Nays: None. Motion Carried.

ii) @Consideration to approve Policy 3.15 Fund Balance Policy

Barb Cremin explained this policy is being revised to comply with GASB 54 which provide more consistency in financial reporting among various public entities and to make it easier for interested parties to understand and make comparisons. It categorizes the fund balance to show what's restricted, what's committed for other purposes and what's unassigned.

Commissioner Patton moved to accept the Finance Committee recommendation to approve Policy 3.15 Fund Balance Policy. Roll Call Vote: Ayes: Peterson, Casey, Coulson, Kuhn, Patton, Katsamakakis, Nays: None. Motion Carried.

iii) Committee Update

None

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

i) Public Meeting on Proposed National 9 Clubhouse and Paddle Tennis Project

This meeting is scheduled for Monday, April 30, 2012, 7:00 p.m. in Room 101 at Park Center. The Golf Course architect will be present at the meeting. The staff will also bring this proposed project to the Village Plan Commission on May 8.

ii) @Hiring of Construction manager for the National 9 Project

Director Balling introduced Jerry Aulisio, the Park District's Building Director, who explained the Construction Manager at Risk (CMR) position being considered for the National 9 Clubhouse and Paddle Court project. A Construction Manager (CM) will give you three items of a construction contract upfront: Pre-Construction Estimates, General Conditions (Supervision on the job) and Overhead & Profit. The fourth component is the trade packages, which are determined at a later time. With a general contractor, they do not come on the job until drawings are completed and after you go out to bid for subcontractors. The CM is a specialist that can give feedback on budget items, value engineering and eliminate any surprises since he is onboard early. This process is also cost effective. There are two types of Construction Managers. The Construction Manager at Risk (CMR) is contractually obligated for price and time and holds all the contracts; with a Construction Manager (CM), they are not contractually obligated and we would hold all the contracts with the subcontractors. The fees between the two types of contracting approaches are comparable. Director Balling also noted subcontractors for this project will be publicly bided and that will ensure competitive pricing. The company recommended for Construction Manager at Risk Services, Valenti Builders, has done work for the Park District in the past (Wagner Farm Heritage Center) and has also constructed local clubhouses.

Commissioner Patton moved seconded by Commissioner Casey to accept a staff recommendation to approve Valenti Builders, Glenview, IL for Construction Manager at Risk Services for the Glenview National 9 Clubhouse and Paddle Court project for the amount of \$176,119 with a \$10,000 rebate to the District when the project moves into construction. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Katsamakis, Nays: None. Motion Carried.

iii) Update on the Glenview Park Golf Course Master Planning Process  
Cheryl Deom noted the Special Revenue Facilities Committee met on April 17 to review the conceptual design and process for the Glenview Park Golf Course renovation. Staff will be researching costs and bringing that to the Committee, Park Board, public golfers and village staff. Timing for this project is projected for July 2013.

iv) Committee Update

The Committee also discussed the upcoming ventilation project for the Tennis Club. Staff is currently getting cost estimates for the work and planning on using the current system with upgrades.

## 10. Staff Reports

Superintendent of Park and Facility Services, Jim Warnstedt, noted park staff has been busy preparing for the opening of the outdoor pools. Both pools are being painted along with the play structure at Flick. The new contractual cleaning service will begin at all facilities on May 1 along with the new landscaping services (KGI).

The Swenson shelter is being painted; next will be Westfork. Jim also noted the neighborhood public meeting on the proposed Flick playground equipment will be held on May 16, 7:00 p.m. at the Flick Fieldhouse.

Superintendent of Special Facilities, Cheryl Deom reported that four paddle tennis focus groups were held. There were thirty-two participants representing many local paddle clubs. The groups were enthusiastic with the Park District's proposed plans for a paddle tennis court and supplied staff with great feedback. Cheryl also noted that she, the Director and golf staff toured the Glenview Park Golf Course with the Men's Golf Club President, Steve Bucklin, to get his feedback on potential improvements to the course.

Superintendent of Administrative Operations, Barb Cremin announced that PDRMA has been working with the reinsurance company on the replacement value of the Roosevelt Street Park Maintenance Garage lost in the fire. She expects a settlement on the building structure within the next two weeks. Our insurance coverage is for replacement of the building; however, if the structure is not rebuilt, the district will only receive the actual cash value (depreciated value). Also, the content inventory is progressing and should be completed soon.

#### **11. Matters from Commissioners**

Commissioner Coulson thanked Barb Cremin and the Superintendents for all their work on the Budget since it is such a critical component for the Park District.

Commissioner Katsamakias was looking forward to attending the upcoming annual NSSRA Shining Stars event on Friday.

Commissioner Patton noted how busy Community Park West was over the weekend and how great the fields looked. He also acknowledged the GEO Sphere that was recently at Park Center.

Commissioner Peterson reminded the Board of the upcoming Willow Park Fieldhouse dedication/picnic on Sunday, May 6 at 1:00 p.m.

Director Balling noted the Open House for the renovated Administration Building is scheduled for May 24 from 4:00-6:00 p.m. He acknowledged this project is probably one of the largest recycling projects the village has ever seen and recognized Bob Quill for all his work as team leader on this project. Director Balling also reported he, Commissioner Peterson, Steve Swanson and Jim Warnstedt will be attending the Legislative Conference in Springfield next week and encouraged Board members to send him any topics they would like him to discuss with our local legislators.

Jason Hickman, Director of Recreation Services, gave a brief update on pool passes and camp enrollment. He noted pool passes are within 6 from last year. Sports camps enrollments are up and overall camp year to date enrollments are comparable to last year's.

#### **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)**

Commissioner Coulson moved seconded by Commissioner Casey to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:25 p.m. to discuss minutes (c21), possible litigation (c11), land acquisition/lease (c5 & c6). Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Katsamakis, Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:30 p.m.

Commissioner Coulson moved seconded by Commissioner Kuhn to adjourn the executive session and move back into open session at 8:36 p.m. Roll Call Vote: Ayes: Patton, Peterson, Casey, Coulson, Kuhn, Katsamakis. Nays: None. Motion Carried.

14. **@ Consideration to approve Semi-Annual Review of Executive Session minutes. The Board finds that the need for confidentiality still exists as to the minutes and recordings not being released**

Commissioner Casey moved seconded by Commissioner Patton to approve the Semi-Annual Review of Executive Session minutes. The Board finds that the need for confidentiality still exists as to the minutes and recordings not being released. Roll Call Vote: Ayes: Peterson, Casey, Coulson, Kuhn, Patton, Katsamakis. Nays: None. Motion Carried.

15. **@ Consideration to dispose of verbatim recordings of fully released Executive Session meeting minutes dated prior to September 2010**

Commissioner Peterson moved seconded by Commissioner Patton to approve the disposal of verbatim recordings of fully released Executive Session meeting minutes dated prior to September 2010. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Katsamakis. Nays: None. Motion Carried.

16. **Adjourn**

Commissioner Coulson moved seconded by Commissioner Patton to adjourn the Open Session at 8:40 p.m. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Katsamakis. Nays: None. Motion Carried.

ATTEST:

---

Angie Katsamakis  
Board President

---

Charles T. Balling  
Board Secretary

Approved this 24th day of May, 2012