



GLENVIEW PARK DISTRICT

BOARD MEETING

@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
May 26, 2011

1. **Roll Call**

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

Commissioners present: Bill Casey, Mary Jean Coulson, Bob Patton, Ted Przybylo, and Angie Katsamakakis

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 Special Facilities Cheryl Deom, Superintendent of Park Services Fred Gullen, Superintendent of Leisure Services Robert Quill, and Recording Secretary Joanne Capaccio. Newly-elected Park Commissioners Daniel Peterson and Charles Kuhn were also present. Please refer to the attendance record for visitors.

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

President Katsamakakis dedicated this observance to all those affected by the tornados in Missouri.

3. **Meeting Minutes**

a. **@Consideration to accept the April 12, 2011 Finance Committee of the Whole meeting minutes**

Commissioner Przybylo moved seconded by Commissioner Casey to accept the April 12, 2011 Finance Committee of the Whole meeting minutes. Roll Call Vote: Ayes: Casey, Coulson, Patton, Przybylo, Katsamakakis, Nays: None. Motion Carried.

b. **@Consideration to accept the April 13, 2011 Administrative Operations Committee meeting minutes**

Commissioner Casey moved seconded by Commissioner Patton to accept the April 13, 2011 Administrative Operations Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Patton, Przybylo, Casey, Katsamakakis, Nays: None. Motion Carried.

c. **@Consideration to approve the April 28, 2011 Regular Board meeting minutes**

Commissioner Casey moved seconded by Commissioner Coulson to approve the

April 28, 2011 Regular Board meeting minutes. Roll Call Vote: Ayes: Patton, Przybylo, Casey, Coulson, Katsamakakis, Nays: None. Motion Carried.

4. **Recognition of the Cook County Official Certificate of Results for the April 5, 2011 Consolidated Election**

President Katsamakakis recognized that the Cook County Clerk, having completed a canvass of all votes cast for two Glenview Park District Commissioner six-year terms, has certified Daniel B. Peterson with 1,588 votes and Charles J. Kuhn with 1,340 votes as the two being elected Glenview Park District Commissioners.

5. **Administer Oath of Office – Daniel Peterson and Charles Kuhn**

President Angie Katsamakakis administered the oath of office to Commissioner Peterson and Commissioner Kuhn. Board members welcomed Charlie and Dan and their family members who were present.

6. **Presentations**

a. **Proposed Site Improvements to Centennial Plaza Area**

Steve Bucklin and Jack Morgan, members of the Glenview Park Foundation, explained the Foundation's mission and its newest project which is to renovate Centennial Plaza. The Foundation's mission is to provide recreational facilities, services, and opportunities to enhance the quality of life for the community. It was formed in 1997, and is a 501c (3) charitable organization with 16 member volunteers. As of today, 2.2 million dollars has been raised to support its projects. The renovation of Centennial Plaza will bring together the Library and Jackman Park as well as the soon to be renovated Park District Administration building as a seamless public campus complete with walkways, gardens and seating areas. The Foundation is donating \$100,000 to this renovation. The Park District will manage and maintain the plaza. Director Balling complimented the Glenview Park Foundation, Bob Quill and Ken Wexler for all their efforts on this project.

b. **Update on Administrative Offices Renovation**

Superintendent Bob Quill presented an update on the renovation of the historic Park District Administration building. He showed an outline schematic of the first and second floors and also pointed out the minimal modifications to the outside of the building. Several Park Board reviews have been done on these plans along with the Historic Commission, Village Planning and Appearance Commissions, Village Board and staff having all reviewed and approved the renovation plans. Director Balling noted that a Guaranteed Maximum Price for this project will come before the Park Board at the June Board meeting for their approval. Also, bids for this project will be awarded at the July Board meeting. Ownership of the property will be transferred from the Village of Glenview to the Park District as part of an Intergovernmental agreement. Bob Quill added that a Guaranteed Maximum Price for the Fitness Center expansion as well as an update on this project will also come before the Board in June.

c. **Platform Tennis Feasibility Study**

Superintendent Cheryl Deom gave an update on the proposed platform tennis project at the National 9 and highlights of its Feasibility Study. She commented that the Special Facilities Board Committee has already reviewed this information

so this update was mostly for the two new Commissioners. She explained that platform tennis is a racquet sport designed to be played in cold weather. It is played on an elevated aluminum platform, surrounding by a 12ft. high fenced structure. Courts are heated to melt snow and ice. Complimenting the courts are huts that provide a warming area (usually equipped with a fireplace), an unobstructed view of the match and a great place to socialize. Cheryl noted platform tennis is one of the fastest growing sports in the United States. It provides a healthy activity during the winter months and is easily learned. Cheryl noted the demographics of the sport fits well with Glenview. Glenview would be a good location since 32% of its population is between 35-54 years of age and has a large tennis playing population. Staff feels this project could be affordably done with pre-fab construction and possibly partnering with a neighboring park district. User groups could also play a part in committee leadership, fundraising and helping with social events. The Board Committee suggested four courts to start, with anticipation that a fifth court may need to be added in the future based on demand. The estimated cost is \$58,000 per court which does not include the cost of the hut. However, the Strategic Plan initiative funding of (1.5 million) for the proposed National 9 Clubhouse includes the cost for construction of the courts and hut. Cheryl finished her presentation by briefly going over the funding and timeline for this project which anticipates a March 2013 completion date.

7. **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 the month's finances since it was the close of the fiscal year and some reports were not yet finalized. He reported on the following large invoices: Exelon Energy, Inc., Master Project, Inc., Morrow Bros. Ford Inc., PDRMA (Park District Risk Management Agency), and Patten Industries, Inc.

c. **Attorney**

No Report

d. **Secretary/Executive Director**

i) Annual Planning Calendar

Director Balling noted this is a housekeeping item that outlines the Park District's various tasks, filings, and legal requirements that need to be completed during each fiscal year.

ii) Proposed Park Tour

The Director suggested Wednesday, June 29 or Thursday, June 30 at 5:30 p.m. for the annual park tour. After polling the Board, most were available on June 30.

iii) PDRMA Annual Report

Director Balling referred to the PDRMA (Park District Risk Management Agency) Annual Report which now includes statistics on individual member park districts. He made note that our park district's loss control score keeps going up and accidents are down. Director Balling also reported that staff has taken advantage of numerous PDRMA training programs as well as the free legal services and attorneys that PDRMA provides.

iv) @Willow Park Fieldhouse Bids

Superintendent Bob Quill noted that the first round of bids came in too high, so none were accepted and some specification changes were made to the fieldhouse to lower the costs. For the second round of bids, Workmasters, Inc., of Des Plaines came in with the lowest, responsible bid of \$440,000. Workmasters, Inc. was also the construction company that worked on the Wagner Farm Heritage Center. Bob noted that an application for a PARC (Park and Recreational Facility Construction) grant was submitted for this project. These grants are available from the Illinois Department of Natural Resources to eligible local governments for park and recreation unit construction projects. However, we are still waiting to hear if we will be receiving this grant funding. So staff is recommending that the Board give the Executive Director the ability to accept the bid from Workmasters, Inc., and determine the necessary funding to move forward with the project in the event the PARC funds are not received. Bob also reminded the Board of the generous contributions from both the Glenview Park Foundation and the Northern Suburban Special Recreation Foundation which donated \$100,000 each towards this project.

Commissioner Casey moved seconded by Commissioner Coulson to approve a Staff Recommendation to authorize the Executive Director to accept the lowest responsible bid of \$440,000 from Workmasters, Inc., of Des Plaines, Illinois under the following conditions: The bidder is found to be fully qualified to complete the project and has submitted a compliant bid; that the District makes its best determination within a reasonable window of time with regard to the likelihood of a grant from OSLAD or PARC applications being approved for the project; and that should grant funding not be awarded, the staff appropriately identifies the necessary funding to complete the project with approval by the Executive Director. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Casey, Coulson, Katsamakakis, Nays: None. Motion Carried.

8. Matters from the Public

Former Commissioner, Judy Beck, 808 Raleigh Rd, Glenview addressed the Board. Judy wanted to personally and also on behalf of her family, thank the Park District for her recent retirement party. She said it was so much fun and the food was great! She was very appreciative of everyone's efforts.

9. @Consideration to approve Accounts Payable

Commissioner Przybylo moved seconded by Commissioner Patton to approve payroll and accounts payable for the month of April, 2011 in the amount of \$1,847,248.61.

Roll Call Vote: Ayes: Peterson, Przybylo, Casey, Coulson, Kuhn, Patton, Katsamakias, Nays: None. Motion Carried.

10. @Consideration to approve Consent Agenda items

President Katsamakias asked if anyone would like to remove an item from the Consent Agenda for further discussion. There was no request made.

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

- a. **Approved Resolution No. 2011-09: Honoring the Outstanding Dedication and Service of Outgoing Park Board Commissioner Judy Beck (May 1979-April 2011)**
- b. **Approved Resolution No. 2011-10: Honoring the Outstanding Dedication and Service of Outgoing Park Board Commissioner Michael Scholl (April 2005-December 2010)**
- c. **Approved Resolution No. 2011-11: Honoring Toni Friedland for her contributions to the Glenview Park District while serving as a Figure Skating Instructor, Director and Coach (August 1979-May 2011)**
- d. **Approved Budget and Appropriation Transfer Ordinance #2011-12**
This is presented annually to the Park Board and is a house keeping item.
- e. **Accepted a Staff and Senior Center Executive Board recommendation to accept the lowest qualified bid from Central State Bus Sales, Inc., Big Rock, IL, in the amount of \$73,067 for a G-Force model bus for use by the Senior Center**
Funding for the bus purchase would include \$24,000 from district funds and \$49,067 from the transportation fund of the Glenview Senior Center.

11. Committees Reports and Recommendations

a. **Finance (Chair Ted Przybylo, Commissioner Bob Patton)**

i) Committee Update

Commissioner Przybylo noted the Finance Committee met this past Monday and discussions were centered on beginning the Tax Levy process earlier than in previous years. Superintendent Barb Cremin said a Finance Committee of the Whole would be scheduled in June with all Commissioners present to begin this process. Background information on the Park District would be available at the meeting for the Board to begin setting the direction for the Tax Levy which needs to be completed in September. Barb also noted that the Budget and Appropriations Ordinance (BAO) for FY 2011/2012 is available for public inspection at the Administration building and the Board will consider its approval at the June 23 Board meeting. A public hearing on the BAO will take place directly preceding the Board meeting. The BAO is a legal filing that sets the maximum that can be spent in any budget line item if

funds are available. Barb also explained that the Budget and Appropriations Transfer Ordinance for 2010/2011 is also a legal filing that allows the Board to reallocate funding from one line item to another in the 2010/2011 Budget and Appropriation Ordinance. The Committee also looked at a project funding plan which lists all of the Park District's capital projects. Some costs are estimated so ongoing reviews are needed to make sure there is adequate funding for all projects.

12. Staff Reports

Superintendent of Park and Facility Services, Fred Gullen, reported there will be a large Glenview Blaze Baseball "Tribute to the Troops" tournament this upcoming weekend that will be held simultaneously at 19 ball diamonds with 61 teams participating. The Park Services crews will be very busy getting the ballfields ready for the tournaments and maintaining them in good condition.

Superintendent of Special Facilities, Cheryl Deom, gave credit to the Golf Course staff who dealt with 2.75 inches of rain on the course within 24 hrs. The crews did some power rodding of drains near the pond which prevented the overflow from going into the surrounding neighborhood.

Superintendent of Administrative Operations, Barb Cremin, gave a brief status on the insurance process for the fire damaged maintenance garage. She noted that PDRMA is getting estimates to determine the most cost-effective means of making the area safe for the Content Inventory Adjusters to be able to access the site. Barb also discussed the new Civil Union Act that the Governor of Illinois has just signed into law. Barb explained that many benefits married couples have always received will now be available to civil union couples. However, because of some conflicts between state laws and federal laws, more clarification is still needed. But the Park District will be looking at its current personnel policies and adjusting them accordingly.

Superintendent of Leisure Services, Bob Quill, reported on the new drain covers that were required to be installed in all pools by the Virginia Graeme Baker (VGB) Act. Some of these drain covers have now been determined to be defective and are being recalled.

Bob also gave an update on the outdoor pool pass sales. He noted sales were 125 behind last year at this same time, but with the forecast for a hot weekend, he feels we should be able to make up the difference. Bob also wanted to give an update on summer camp enrollments, but did not have the numbers available. He will send the Board an update on Friday. However a recent camp email blast did produce over 100 registrations, so he feels some parents are waiting a little longer this year to register.

13. Matters from Commissioners

President Katsamakis attended the recent Glenview Ice Show and commented on the great show and good crowds. She also referred to two NRPA (National Recreation and Park Association) magazine articles that gave some good information on the new ADA rules for walking trails and Community Gardens.

Commissioner Casey was happy to see the Park District acquired a turf vacuum for

goose droppings.

Commissioner Peterson noted that many patrons have commented to him about the possibility of acquiring another sheet of ice.

Commissioner Coulson asked about the turnout for the recent annual Grove plant sale. Bob Quill reported that even though it rained during most of the weekend, the Grove had a good amount of pre-sale orders, so they did well. Also, the Springtime on the Farm event at Wagner Farm saw a lot of rain, but turnout was still good with 300 attending.

Director Balling noted that Toll Brothers Home Builders has opened up some of their land to residents for garden plots. This is done directly through Toll Brothers and is not a Park District affiliated program. Chuck also attended a recent NSSRA (Northern Suburban Special Recreation Association) Shining Stars awards banquet which he commented as being a very special and inspirational evening and encouraged Board members to attend next year. He also thanked everyone for all their efforts in securing the recent \$750,000 State of Illinois OSLAD grant which will be used for land acquisition. This was the largest grant given out to any one organization for land acquisition during this grant cycle. He also noted all the efforts by Senator Susan Garrett and Representative Elaine Nekritz who went above and beyond to get these grants released.

14. Correspondence

None

15. @Adjourn Sine Die—Close of 2010/2011 Fiscal Year

Commissioner Coulson moved seconded by Commissioner Peterson to adjourn sine die and close out Fiscal Year 2010/2011 at 8:55 p.m. Roll Call Vote: Ayes: Casey, Coulson, Kuhn, Patton, Peterson, Przybylo, Katsamakakis. Nays: None. Motion Carried.

ATTEST:

Angie Katsamakakis
Board President

Charles T. Balling
Board Secretary

Approved this 23rd day of June, 2011

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