



GLENVIEW PARK DISTRICT  
BOARD MEETING  
@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
June 27, 2013

**1. Roll Call**

President Bill Casey called the meeting to order at 7:15 p.m. and the roll was called.

Commissioners present: Mary Jean Coulson, Charles J. Kuhn, Robert J. Patton, Daniel B. Peterson, Ted M. Przybylo, David S. Tosh, William M. Casey.

Commissioners absent: None.

*Note: Commissioner Charlie Kuhn left the meeting at 7:40 p.m. and Commissioner Ted Przybylo left the meeting at 8:28 p.m.*

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 Leisure Services Robert Quill, Superintendent of Park & Facility Services James Warnstedt and Recording Secretary Joanne Capaccio. *Superintendent of Special Facilities Cheryl Deom arrived at 7:50 p.m.* Please refer to the attendance record for visitors.

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

**3. Minutes**

**a. Approval of the May 23, 2013 Regular Board and Reconvened Board meeting minutes**

Commissioner Coulson moved seconded by Commissioner Peterson to approve the May 23, 2013 Regular Board and Reconvened Board meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Peterson, Przybylo, Tosh, Casey. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**b. Acceptance of the June 7, 2013 Recreation, Museum and Swimming Pools Committee meeting minutes as amended**

Commissioner Kuhn moved seconded by Commissioner Peterson to accept the June 7, 2013 Recreation, Museum and Swimming Pools Committee meeting minutes with the suggestion by Commissioner Tosh to add: horse fence extension will extend inwards 36 inches.... to prevent horses from leaning over the fence and interacting with visitors.. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Tosh, Coulson, Casey. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

c. **Acceptance of the June 18, 2013 Buildings, Grounds and Park Services Committee meeting minutes**

Commissioner Peterson moved seconded by Commissioner Patton to accept the June 18, 2013 Buildings, Grounds and Park Services Committee meeting minutes. Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Tosh, Coulson, Kuhn, Casey. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**4. Presentations/Recognition**

a. **2012 IAPD/IPRA/Glenview Park District Community Service Awards**

Each year the Park District presents the Illinois Park and Recreation Association Community Service Awards to honor volunteers that go above and beyond in assisting the Glenview Park District and their community.

i) Kerry Cummings, Village of Glenview President

The Park Board awarded the 2012 Illinois Association of Park Districts and Illinois Park and Recreation Association Community Service Award to Kerry Cummings for her outstanding leadership to foster intergovernmental cooperation between the Village of Glenview and the Glenview Park District throughout her time on the Village Board from April 2003 until May 2013. President Casey noted that the Glenview Park District and Village of Glenview have had a long and positive history of cooperation to meet the needs of the community something, that due to Kerry's leadership, was taken to a higher level while President of the Village. Because of the excellent working relationship fostered by Kerry's leadership, open space was preserved and maintained in the most efficient manner by avoiding the duplication of services thus saving tax dollars for all the residents that the Park District and Village serve. The Park District appreciates Kerry's leadership, guidance and partnering spirit in all the years she served our community with excellence. Kerry acknowledged the great collaboration and strong bond between the Village and the Park District that enables achievement of their shared visions and goals while always being responsible to the residents of the community. (Copy of supporting information filed herewith).

ii) Jim Patterson, Outgoing Glenview Park Foundation Member and Park Advocate

The Park Board Awarded the 2012 Illinois Association of Park Districts and Illinois Park and Recreation Association Community Service Award to Jim Patterson for his long-history of community involvement, volunteerism and his unwavering dedication to giving back to the community in the area of Parks and Recreation. Jim has served on the Glenview Park Foundation Board; Co-Chaired the Farm and Fields Citizens Committee, and is one of the founders of the now annual 3 v 3 Summer Soccer tournaments which has raised over \$100,000 over the years. Proceeds from this fundraiser will help to support the many Glenview Park Foundation community focused projects. Superintendent Bob Quill noted that all of this would not have happened without Jim's vision and tenacity. He conceived of this event and worked 3 years to get it going. This year, 150 teams played 370 games and had 29 sponsors. It broke the fundraising record by \$5,000 to raise \$23,000. Jim remarked that success of this event is due to park staff being passionate and good at what they do. He noted that both the

Village and Park Boards work well together and this is a strong community which he is proud to be a part of.

Commissioner Kuhn thanked both Kerry and Jim for their many accomplishments and leadership over the years which has made Glenview a better place to live and raise a family.

## 5. Officers' Reports

### a. **President**

President Casey went over the procedures for the public to address the Board.

### b. **Treasurer**

Treasurer Bill Moore gave a brief summary of the first period financial report since the fiscal year-end report was not yet completed. He reported there were five large invoices for the month: Chicagoland Paving Contractors, Inc., Direct Energy Business, Evans & Son Blacktop, Inc., Northern Suburban Special Recreation Association, and Park District Risk Management Agency.

### c. **Attorney**

No Report from Attorney Sam Witwer

### d. **Executive Director/Secretary**

- i) Approved submitting the State of Illinois OSLAD (Open Space Land Acquisition Development) Grant Application for renovation of Jackman Park, 1930 Prairie Street, Glenview, IL  
This grant proposal was presented at a public hearing which preceded the Board meeting. The grant will help fund the following improvements at Jackman Park: new pathways, installation of a new "Historic Downtown Glenview" themed playground that will meet the CPSC (Consumer Product Safety Commission) standard, installation of poured-in-place rubber for playground surfacing, installation of new gardens, new benches and trash receptacles, enhancements to the Bear fountain, an addition of multi-generational game tables, renovation to the Concert Bowl to include an ADA viewing area and lighting enhancements throughout the park. It was approved that the Park District apply for funding with the State of Illinois' Open Space, Land Acquisition and Development grant program in the amount of \$315,000 in matching funds for these improvements.

Commissioner Przybylo moved seconded by Commissioner Coulson to approve submitting the Renovations of Jackman Park for the 2013 State of Illinois Open Space Land Acquisition Development Grant Application for the Glenview Park District. Roll Call Vote: Ayes: Peterson, Przybylo, Tosh, Coulson, Patton, Casey. Nays: None. Motion Carried.

- ii) Approved the Exchange of Services Agreement Between the Glenview Park District and Wilmette Park District.  
Director Balling reminded the Board that the Wilmette Park District (WPD) Golf Course will be closing soon for renovations. An Exchange of Services Agreement has been discussed between the Glenview Park District and the

WPD to give residents of each village, resident discounts to play golf at the other's golf course while they undergo renovations in 2013(Wilmette), and 2014(Glenview).

The Exchange of Services agreement will take effect beginning Monday, July 29 for Wilmette residents and is proposed to start July 5, 2014 for Glenview residents. A similar agreement with the Winnetka and Wheeling Park Districts is also being considered.

In response to Margaret Rady's public address to the Board to explain the flood control that will be taking place on the golf course during the shutdown, Director Balling explained that the park district, in a cooperative storm water management effort with the Village of Glenview, is considering an additional 17 acre feet of storm water storage for the course. The district will also be making major enhancements to the golf course since it has not been renovated in over 30 years.

Commissioner Peterson moved seconded by Commissioner Przybylo to approve the Exchange of Services Agreement between the Glenview Park District and Wilmette Park District. Roll Call Vote: Ayes: Przybylo, Tosh, Coulson, Patton, Peterson, Casey. Nays: None. Motion Carried.

iii) July 4 Celebration Update

Jason Hickman, Director of Recreation Services, gave a brief update on the upcoming July 4th Celebration. He noted a new parade route will permit staging of the parade on Lehigh Ave. with it traveling south on Harlem Ave. to Johns Park. Jason feels the new route will be quicker and run smoother than in past years when the parade traveled down Glenview Rd. over the railroad tracks to Lehigh. There are 74 entries in the parade.

iv) Firecracker Classic and 3v3 Summer Soccer Fest Update

Director Balling recognized staff for all the efforts that went into organizing and presenting both of these events. Bob Quill noted that \$70,000 was raised between the two events which had a combined total of 132 sponsors.

Commissioner Patton attended the 3v3 Soccerfest and acknowledged how well it was organized.

**6. Matters from the Public**

Pat Birk, 1630 Forest Drive, Glenview, commented on the beautiful and wide variety of flowers that are planted at the entrance to the Park Center. However, she is wondering why her local park, Indian Trails, does not have any flowers and the rain gardens are full of weeds. Superintendent Jim Warnstedt responded that park services staff will look into Ms. Birk's concerns.

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

Commissioner Przybylo moved seconded by Commissioner Patton to approve payroll and accounts payable for the month of May, 2013 in the amount of \$2,836,260.79. Roll Call Vote: Ayes: Tosh, Coulson, Patton, Peterson, Przybylo, Casey. Nays: None. Motion

Carried.

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

President Casey asked if anyone would like an item removed from the Consent Agenda for further discussion. Commissioner Patton asked on behalf of Commissioner Kuhn to make minor revisions to the Ice Center Annual Recommendations before approval of the Consent Agenda items.

Commissioner Przybylo moved seconded by Commissioner Peterson to approve the Consent Agenda with minor edits to agenda item 8.c. as presented. Roll Call Vote: Ayes: Coulson, Patton, Peterson, Przybylo, Tosh, Casey. Nays: None. Motion Carried. (Copy of supporting information filed herewith and explained below).

**a. Approved Ordinance No. 2013-18: Glenview Park District Budget and Appropriations**

The Budget and Appropriations Ordinance was presented at the public hearing which immediately preceded the Board meeting. The BAO is a legal document that sets the legal maximum that can be spent for each park district fund if sufficient funds were made available.

**b. Approved Ordinance No. 2013-19: Prevailing Wage Act.**

The Prevailing Wage Act requires that laborers, workers and mechanics employed by or on behalf of the District engaged in construction or demolition of public works to be paid not less than the general prevailing rate of hourly wages for work of a similar character on public works in the community in which the work is performed.

**c. Accepted a Staff and Special Revenue Facilities Committee recommendation to accept the 2013/2014 Glenview Ice Center Annual Recommendations with suggested edits**

**d. Accepted a Staff and the Buildings, Grounds and Park Services Committee recommendation to approve the Tall Trees Drainage Improvement Project**

A completely new drainage system, with new manholes and pipe will be installed to help alleviate the flooding that occurs at Tall Trees Park after a heavy rainfall. However, the outflow point at the river remains the same and will not be changed, so the system is still dependent on the height of the river to be able to drain. Lenny Hoffman Excavating, Wilmette, IL, which is the low bidder for the Municipal Partnering Initiative (MPI), will complete the project at a total cost of \$50,439.10. The Village of Glenview has reviewed the plans.

**e. Accepted a Staff and the Buildings, Grounds and Park Services Committee recommendation to approve the Roosevelt Playground Equipment Purchase**

The new playground equipment includes play structures for 2-5 year olds and 5-12 year olds. The target start date for this project is early September so that it coincides with the end of day camp at Roosevelt Park and the start of the new school year.

f. **Accepted a Staff and the Buildings, Grounds and Park Services Committee recommendation to approve the Glenview Youth Baseball Memorandum of Understanding Extension**

The original end date of the MOU was spring of 2030, and the new end date will be spring of 2035.

g. **Accepted a Staff and Recreation Museum & Swimming Pools Committee recommendation to approve the District 34 Lease Agreement Renewal**

The District 34 lease agreement renewal was accepted with minor modifications as follows; use of school facilities on weekends when the school does not normally have staff in place and setting a base-line of use based on recent history and agreeing to cost chargebacks for expanding programs going forward.

h. **Accepted a Staff and Recreation Museum & Swimming Pools Committee recommendation to approve the Glenview Theatre Guild Proposed By-Law Changes**

None of these changes are of a critical nature and represent a better reflection of current operations.

## **9. Committees Reports and Recommendations**

### **a. Buildings, Grounds and Park Services**

#### **i) Gallery Park Capital Improvements**

Superintendent Warnstedt reported that the capital improvements at Gallery Park (crack filling, sealcoating and striping) have now been completed and the large fountain repairs are almost complete. The Village's well pump station needs to be replaced or rebuilt and bids are currently being reviewed for the project. In the meantime, the weather has been helpful with irrigation of the Great Lawn and there are plans to improve the turf quality through top dressing and over seeding. Jim also noted that the next Buildings, Grounds & Park Services Committee meeting is being planned for either July 16 or July 17. The Roosevelt Feasibility Plan will be discussed at that meeting.

#### **ii) Committee Update**

Director Balling explained that the Village of Glenview has approached the park district with a request for an easement to install a booster pump station at Cunliff Park in order to help with stormwater management in that area. Because of the recent storms and flooding, there is a sense of urgency to consider this proposal. The Village is submitting a grant request to the MWRD (Metropolitan Water Reclamation District)) for this project. No designs for the pump station have yet been finalized. The Village already has an easement at Cunliff for a storm water pipe west of the fieldhouse. Because the Cunliff Park Fieldhouse is up for renovation in 2015, some enhancements to the fieldhouse may be considered if an agreement for this request moves forward. The Board gave direction for staff to move forward to study this request. A draft proposal will be brought to the July Buildings, Grounds & Park Services Committee meeting for consideration.

**b. Finance**

i) Committee Update

Commissioner Peterson gave a brief update on the June Finance Committee. The committee discussed the Budget and Appropriations Ordinance (that was approved by the Board tonight), the monthly financial reports, and learned about the park district's bonding authority, i.e.; how park district bonds are issued, funded and paid back and the importance of keeping a good bond rating.

**c. Recreation, Museum and Swimming Pools**

i) Wagner Farm Update

Superintendent Bob Quill noted installation of an additional safety measure at the farm is being considered and discussed with the Village of Glenview which will add an interior low voltage wire to the horse fence that will keep the horses from leaning over and interacting with the public. He also reported on the success of the first ever Baconfest which was a Friends of Wagner Farm event and raised \$7600. This will be an annual event going forward.

ii) Grove and Air Station Prairie Update

Bob noted a total of 1,327 school classes have visited the Grove, Tyner Center and Wagner Farm this past school year. The farm also has its outreach program which takes animals and farm equipment out to schools that cannot come to the farm. This program also continues to grow. Finally, Bob suggested the Board take a visit to the 12.5 acres recently acquired at the Grove to see the transformation that has taken place. The area has been cleared of many evasive species and trails have been established.

iii) Park Center Phase II Renovation Scope

Jason Hickman, Director of Recreation Services, gave an update on the upcoming Park Center renovations. He reported that the carpeting will be replaced throughout the building except for the preschool wing. The senior wing will get new wall covering, carpeting, window blinds, increased lobby lighting and new lobby furniture. The classrooms will also be painted and get new carpeting and new blinds where needed. The parking lot will be restriped this Friday evening. Also, an existing large office suite will have a divider wall installed to create two separate office areas. The floor in the fitness expansion area will be replaced at the manufacturer's cost due to defects in the finish and a wall and door will be added to the fitness class area at that time to eliminate any disruptions that may occur during the replacement of the floor. These updates will begin mid to late August and should be completed by the end of September.

iv) Approved the Senior Center Strategic Plan

Director Balling introduced Senior Board President Margaret Rady and incoming President, Jeanne Even who were present at the meeting and thanked them for their ongoing leadership. Bob Quill noted that staff felt this was a good time to look at the overall needs of the Senior Center. The strategic planning process began with a survey that went out to senior members. The survey supplied a lot of great feedback. Dr. Bill Attea volunteered to moderate the process and seniors were invited to participate on the Strategic Planning

Advisory Committee (SPAC). Eighteen seniors joined the SPAC and have put together goals and timelines that will determine the initiatives of the Senior Center for the next three years. With Board approval, these initiatives will be included in the overall Glenview Park District's Strategic Plan for 2014-2016. Senior President Rady said she was happy to be a part of this process, thanked Bill Attea, senior members and staff and noted that all feedback from the survey was taken into consideration.

Commissioner Przybylo moved to accept the Recreation, Museum and Swimming Pools Committee recommendation to approve the Senior Center Strategic Plan. Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Tosh, Coulson, Casey. Nays: None. Motion Carried.

- v) Committee Update  
No Report

## **10. Staff Reports**

Superintendent of Park and Facility Services, Jim Warnstedt, gave a quick update on the recent flooding: Sleepy Hollow fieldhouse had 33 inches of water but has since been cleaned and sanitized. Flick Pool mechanical room kept up with the amount of water coming in. Gallery Park had no additional water. Tall Trees, Cole and Judy Beck Parks have all had some flooding but staff has since restored the areas. Also, the Administration Building took in 6 inches of water in the basement. Bob Quill has met with the contractor to determine the cause of the flooding, but until that has been determined, a test plug in the floor drain has been installed.

Jim also reported that there has been some vandalism at some park restrooms and the Glenview Police have suggested adjusting closing hours from 10:00 p.m. to 9:00 p.m. This would be enacted at all parks except for athletic complexes. Commissioner Peterson would like more scrutiny paid to this topic before approving the earlier hours. The Board concurred to close the restrooms early where vandalism is occurring and to discuss this further at a future Buildings, Grounds and Park Services Committee meeting.

Jim also showed a picture of the Jackman Bear with a Blackhawks jersey and goalie mask that was dressed by parks supervisor Mike Sullivan to cheer on the Hawks to a Stanley Cup Championship.

Superintendent of Special Facilities, Cheryl Deom, reported that Paddle Tennis memberships are over 90 so far with a budget of 120 for the year. She also noted the Wilmette Park District will be sending out email blasts to their residents along with postings on their website and signage at their golf course announcing the offer of resident rates to Wilmette residents to use the Glenview Park Golf course during the shutdown of their golf course.

Superintendent of Administrative Operations, Barb Cremin, noted that PDRMA loss control reviews are continuing and facilities have been getting good reports.

## **11. Matters from Commissioners**

Commissioner Dan Peterson introduced two boy scouts who were in attendance. He noted that both were given an assignment to interview an elected official and asked the Commissioners if any of them would be able to help with the assignment.

Commissioner Mary Jean Coulson wished staff well with the flooding cleanup and with the upcoming July 4th event and also hoped for great weather.

Commissioner Bob Patton attended the Wagner Farm dairy breakfast sponsored by Egg Harbor and continues to be impressed with Director Todd Price and all he does at the farm.

## **12. Correspondence**

Director Balling reported he will be on vacation the last week of July and will not be able to participate in the Park Center Triathlon. He also reminded the Board to please respond to the proposed dates for the fall Board Retreat so a final date can be confirmed. Once that is decided, an Administrative Committee will meet with the retreat facilitators to put together goals for the retreat. Director Balling also invited the Board to attend the fireworks celebration. Jason Hickman reported that the July 4th Commission has exceeded their fundraising goal this year.

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

No Executive Session

## **14. Approved the April 25, 2013 Executive Session Meeting Minutes**

Commissioner Coulson moved seconded by Commissioner Patton to approve the April 25, 2013 Executive Session meeting minutes. Roll Call Vote: Ayes: Coulson, Patton, Peterson, Tosh, Casey. Nays: None. Motion Carried.

## **15. Adjourn**

Commissioner Peterson moved seconded by Commissioner Tosh to adjourn the Open Session at 8:50 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

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William M. Casey  
Board President

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Charles T. Balling  
Board Secretary

Approved this 25th day of July, 2013