



GLENVIEW PARK DISTRICT
BOARD MEETING
@ ParkCenter
2400 Chestnut Avenue
Glenview, IL60025
Regular Meeting Minutes
July 26, 2012

1. Roll Call

President Robert Patton called the meeting to order at 7:10 p.m. and the roll was called.

Commissioners present: Mary Jean Coulson, Charles J. Kuhn, Robert Patton. *Note:*
Commissioner Dan Peterson was not present for the Roll Call but arrived at 7:40 p.m.

Commissioners absent: William M. Casey, Angie Katsamakis, Ted Przybylo

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

2. A Moment of Silence was observed

3. Meeting Minutes

a. @Acceptance of the June 21, 2012 Buildings Grounds and Park Services Committee meeting minutes

Commissioner Kuhn moved seconded by Commissioner Coulson to accept the June 21, 2012 Buildings Grounds and Park Services Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Patton. Nays: None. Abstain: Peterson. Motion Carried. (Copy of minutes filed herewith.)

b. @Acceptance of the June 25, 2012 Finance Committee meeting minutes

Commissioner Peterson moved seconded by Commissioner Kuhn to accept the June 25, 2012 Finance Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

c. @Acceptance of the June 26, 2012 Special Revenue Facilities Committee meeting minutes

Commissioner Coulson moved seconded by Commissioner Kuhn to accept the June 26, 2012 Special Revenue Facilities Committee meeting minutes. Roll Call Vote: Ayes: Kuhn, Coulson, Patton. Nays: None. Abstain: Peterson. Motion Carried. (Copy of minutes filed herewith.)

d. @Approval of the June 28, 2012 FY2012/2013 Budget and Appropriations Ordinance public meeting minutes

Commissioner Peterson moved seconded by Commissioner Coulson to approve the June 28, 2012 FY2012/2013 Budget and Appropriations Ordinance public meeting

minutes. Roll Call Vote: Ayes:Kuhn, Peterson, Coulson, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

e. **@Approval of the June 28, 2012 Regular Board meeting minutes**

Commissioner Kuhn moved seconded by Commissioner Peterson to approve the June 28, 2012 Regular Board meeting minutes. Roll Call Vote: Ayes: Peterson, Coulson, Kuhn, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

f. **@Acceptance of the July 12, 2012 Recreation, Museum & Swimming Pools Committee meeting minutes**

Commissioner Kuhn moved seconded by Commissioner Peterson to accept the July 12, 2012 Recreation, Museum & Swimming Pools Committee meeting minutes with a minor amendment to correct the amount to be paid by the Tollway to \$35,458.45 as updated by the Village of Glenview. Roll Call Vote: Ayes: Kuhn, Peterson, Patton. Nays: None. Abstain: Coulson. Motion Carried. (Copy of minutes filed herewith.)

g. **@Acceptance of the July 16, 2012 Special Revenue Facilities Committee meeting minutes**

Commissioner Peterson moved seconded by Commissioner Coulson to accept the July 16, 2012 Special Revenue Facilities Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Presentations/Recognitions

a. **2011 IAPD/IPRA/Glenview Park District Community Service Awards**

- i) Awarded the 2011 Illinois Association of Park Districts and Illinois Park and Recreation Association Community Service Award to Representative Daniel Biss in recognition of his dedication to furthering Parks and Recreation in our community and statewide and especially for his sponsorship of State House Bill 3343, which restores the exemption of the Freedom of Information Act to protect the private information of children who participate in park district programs. President Patton also thanked Representative Biss for all the work he has done on behalf of our district. Representative Biss noted his job is made easy by the great communications he has with the park district and continues to enjoy working with the park district to provide services to their shared constituents.

- ii) Awarded the 2011 Illinois Association of Park Districts and Illinois Park and Recreation Association Community Service Award to Mert Silbar for recognition of his dedicated efforts as a citizen committee member responsible for the planning and presentation of "Glenview Remembers" – marking the 10th anniversary of 9/11. President Patton noted that everyone who attended this event was really moved by it and will remember it for many years to come. He thanked Mr. Silbar for all his efforts. Mr. Silbar remarked that he felt he had to do something to remember this important event as he had in the past with donations that he helped raise for the Iran Hostages as well as for a local disabled veteran. He also wanted to thank the Glenview community for all they have done for him in the past 40 plus years.

5. Officers' Reports

a. President

President Patton 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 of June. He noted there were three large invoices for the month; Heartland Business Systems, W. B. Olson, Inc., and PDRMA (Insurance). He commented that all finances are right where they should be.

c. Attorney

No report

d. Executive Director/Secretary

i) IAPD Best of the Best Awards

The annual Illinois Association of Park Districts (IAPD) *Best of the Best Awards Gala* will be held the evening of Friday, September 28 at the Wheeling Park District's Chevy Chase Country Club. The Director announced that staff and NSSRA will submit the following nominees for award consideration: The Intergovernmental Agreement for exchange of services between the park district and the Glenview Library for the *Intergovernmental Cooperation Award* and both the Northern Suburban Special Recreation Foundation and the Glenview Park Foundation for the *Partnership Award* recognizing each for their \$100,000 contributions to the Willow Park Fieldhouse project. Director Balling commented that The Grove School Groups program is also being considered as a possible nomination for the Best Green Practices award. Commissioner Coulson suggested the Wagner Farm community gardens might be considered as a nomination for next year's awards.

6. Matters from the Public

None

7. @Consideration to approve Accounts Payable: \$2,972,355.45

Commissioner Patton moved seconded by Commissioner Peterson to approve payroll and accounts payable for the month of June, 2012 in the amount of \$2,972,355.45. Roll Call Vote: Ayes: Coulson, Kuhn, Peterson, Patton. Nays: None. Motion Carried.

8. @Consideration to approve Consent Agenda items

President Patton asked if any Commissioner would like an item removed from the consent agenda for further discussion. With there being no request, President Patton asked for a motion to approve the Consent Agenda.

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

- a. **Accepted a Recreation, Museum and Swimming Pools Committee recommendation to approve an Intergovernmental Agreement (IGA) between the Illinois State Toll Highway Authority, Glenview Park District and Village of Glenview to construct a turning lane off Milwaukee Avenue which would allow south-bound vehicles to make a left turn into The Grove without being exposed to south bound traffic.** This project will add a measure of safety for our patrons accessing The Grove from the north and is a great example of intergovernmental cooperation between three public agencies to make this improvement happen.

- b. **Accepted a Buildings, Grounds & Park Services Committee recommendation to approve the purchase of playground equipment for the Flick South Playground from the following companies listed totaling \$163,690.00.** This year in accordance with the park district’s Capital Repair and Replacement plan, the Flick south playground comes up for renovation. It is important that the playground is updated to meet all ADA (Americans with Disabilities Act) as well as CPSC (Consumer Product Safety Commission) standards. The construction is projected to start sometime in September and be completed within eight weeks.

Unit	Manufacturer Representative	Manufacturer	Cost
Older Kids Composite Playpiece	Howard L. White & Associates, Inc. Buffalo Grove, IL	BCI Burke Fond Du Lac, WI	\$ 69,400.00
<i>Older Kids “Clubhouse” Playpiece</i>	NuToys Leisure Products LaGrange, IL	Landscape Structures Delano, MN	\$ 49,635.00
<i>Tot Playpiece Retrofit</i>	Cunningham Recreation Naperville, IL	Gametime Fort Payne, AL	\$ 28,755.00
<i>Supernova Spinners/Spring Seesaw</i>	Reese Recreation Products Arlington Hts., IL	Kompan Tacoma, WA	\$ 15,900.00
		Total	\$163,690.00

9. Committees Reports and Recommendations

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

i) Emerald Ash Borer Update

Superintendent Jim Warnstedt noted the drought has accelerated the symptoms of the Emerald Ash Borer. Staff has decided to join with The Grove to manage the removal of trees in many areas of the park district.

ii) @Tree Removal Services bid from Clean Cut Tree Care, Inc., Lake Villa, IL. Staff has removed diseased trees from many parks so far, but recommends bidding out this service due to the enormity of the task due to the Emerald Ash Borer. Staff had met with the Village of Glenview to see if there could be a sharing of services, however the Village’s removal of trees is different from the park district’s since most of theirs are on parkways. The Village’s stump

grinder was also requested; however, its repeated use by the Village does not leave many opportunities for the park district to borrow. So, staff is also considering the purchase of a stump grinder. Director Balling noted staff will be reviewing these contracted removal costs for the year and make a determination next year if it would be better to do tree removal in-house as a dedicated area of service. With concentration currently focused on the removal of diseased trees, staff is also planning for the replacement of those trees. The nursery at Community Park West cared for 600 plantings this spring, 80 of which were transplanted at Cole Park. There will be many more tree replacements being planned for this fall. There is also grant funds available from the in-house Environmental Committee to help with additional tree plantings. Staff also met recently with the Morton Arboretum and discussed the park district's Emerald Ash Borer program. They were impressed with our program as well as with our nursery which they have never seen at any other park district. They plan to include our program in their next newsletter. Jim noted the drought has made it difficult to keep up with the new plantings as well as those just planted a few years ago and its effects will be seen for many years. He does have information on watering and how to weather the drought that may be helpful to the public and will post this information on the park district website. Workshops to educate the public on this topic will also be considered, possibly in conjunction with the Village.

Commissioner Coulson moved to accept a Staff and Buildings, Grounds & Park Services Committee recommendation to accept the "per inch" unit prices submitted in the bid, from Clean Cut Tree Care, Inc. of Lake Villa, IL for tree removal services. Roll Call Vote: Ayes: Kuhn, Peterson, Coulson, Patton. Nays: None. Motion Carried.

iii) Committee Update

Jim Warnstedt reported on the work being done at the location of the old maintenance garage to get it cleaned up and ready to use as a storage area. The walls need to be removed and hauled away so staff is working on getting quotes. A perimeter fence will be repaired so staff can securely and safely store equipment on the site. Another project is the Manor Fieldhouse renovation which starts next weekend and should be completed before the November elections.

b. **Finance**

- i) @Consideration to approve the current refunding of the balance due on the \$6,715,000 General Obligation Park Refunding Bonds Series 2005

Barb Cremin reported that park district financial advisor John Miller from Ehlers and Associates, attended the Finance Committee meeting and advised the Committee to do a competitive sale of the current refinancing of the \$6,715,000 General Obligations Park Refunding Bonds at the August board meeting. Based on current interest rates, the refinancing will result in an annual savings of approximately \$43,000 for the next 7 years, totaling \$306,786.

Mr. Miller also advised the Committee to consider an advanced refinancing of the Series 2004 Bond (\$13,950,000). This refinancing would save the park district \$90,000 for the next 12 years. However, since there are timing requirements for sales of bonds, if the Board approves a Parameters Ordinance at the August Board meeting the advisors could move forward with the refinancing of the second bond when the market conditions are favorable and the timing is within the required limits.

Commissioner Peterson moved to accept a Finance Committee recommendation to approve the plan of action suggested by Ehlers and Associates to do a competitive sale of the current refinancing of the \$6,715,000 General Obligations Park Refunding Bonds at the August board meeting. Roll Call Vote: Ayes: Peterson, Coulson, Kuhn, Patton. Nays: None. Motion Carried.

ii) Project Funding

Now that many of the major park district projects for this past year have been completed or are coming to an end, Barb reported that staff will be looking at fund balances to begin planning for the upcoming projects, i.e., National 9 Clubhouse and Paddle Tennis Courts.

iii) Committee Update

No Report

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

i) Committee Update

No Report

d. **Special Revenue Facilities**

i) National 9 Clubhouse and Paddle Tennis Update

Cheryl Deom reported that the Committee met with Mary Cook and Associates on July 16 to review the interior design concepts for the National 9 Clubhouse. They discussed ways to reduce costs if bids come in higher than budget. Some suggestions were to eliminate the Nano walls (folding window walls), doing the landscaping in two phases, and reducing the size of the facility sign. Since the courts will now be on grade instead of above ground, they will be more energy efficient and will also save on construction materials.

ii) Committee Update

No Report

10. Staff Reports

Superintendent of Park & Facility Services, Jim Warnstedt: Jim's staff report is included with the Buildings, Grounds and Park Services Committee Reports and Recommendations.

Superintendent of Special Facilities, Cheryl Deom, reported the National 9 Clubhouse and Paddle Tennis Courts project is on schedule with the hope to have bids awarded at the

August 23 Board meeting. Cheryl also commented on the upcoming Chicago Open at the Glenview Ice Center this weekend that will have 396 events and showcase 223 skaters. She also invited everyone to the Glenview Park Golf Club on Friday for the Friday Night Live concert. The Youth Golf Tournament is also coming up at the golf course on July 30. Cheryl and Tennis Club manager Dave Woolf have received applications by those who are interested in being on the Paddle Tennis advisory committee. Those applicants will be reviewed and the committee will be announced sometime in August. Finally, Cheryl acknowledged the summer interns (Michelle Caplan, Lauren Gutierrez, and Natalie Lyman) will be completing their internship with the Park District on August 10 and therefore, this would be their last Board meeting. Cheryl felt the new component of having the interns rotate their time between the Administration building and Park Center gave them a better overall view of the park district and allowed staff to get to know them better. Director Balling shared one of the intern's reports with the Board. He was very impressed with the research that was done. He also commented on the other intern's reports and all the work they put into them. Cheryl also noted all three interns will be working on the upcoming "Paint the Pool Pink" event at Flick Park which will highlight the annual walk for Breast Cancer research.

Superintendent of Administrative Operations, Barb Cremin, reported that Administration staff is in the process of helping the Senior Center with a review of their financials along with assisting the Ice Center and Recreation area in updating their document processes and procedures.

Superintendent of Leisure Services, Bob Quill, commented on the 4-H Club showing their animals at the Lake County Fair. He noted the club is the largest in the state and even has a waiting list. He acknowledged Todd Price and his staff and volunteers for all the work they do with the club. Bob announced the Park Center Triathlon is this Sunday with 350 participants including President Patton, Commissioner Casey and Director Balling. Bob noted that camps are winding down with all clinics now having ended. Finally, Bob announced that Park Center Fitness and the Lakeview Room will be closed from August 19-31 for renovations. Splash Landings will also be closed for annual maintenance for two weeks beginning August 6.

11. Matters from Commissioners

Commissioner Coulson thanked staff for all their efforts with the July 4th events especially dealing with the extreme heat and acknowledged the cooperation of the Village of Glenview as well as the entire community.

Commissioner Kuhn also thanked staff for all their extra efforts this summer. He acknowledged his desire to meet with Jim Breen, co-chair of CHARACTER COUNTS! to discuss ways to continue to further integrate the CHARACTER COUNTS! principles into park district sports programs.

President Bob Patton was happy to report that he hasn't heard any negative comments related to operations or services at the park district being affected by the heat, so he thanked everyone for all their hard work this summer. He also visited the Farmers Market for the first time and really enjoyed it. He congratulated Todd Price and his staff for all they do to bring such a quality market to the community.

12. Correspondence

Director Balling shared a note of thanks from Jill Brickman, Supervisor of the Northfield Food Pantry, for the park district’s recent camp food drive which brought in much needed items to the pantry. Marketing intern Jonathan Lee was essential in organizing this drive. The Director also noted that there were four major sports tournaments that took place this past month at the park district. He thanked Jim Warnstedt and his parks team for all the work they do to get our fields ready for these tournaments along with Bob Quill and his staff for their work in putting on the 3v3 Soccerfest. The Director also noted the most recent Northern Suburban Special Recreation Association (NSSRA) bowl-a-thon fundraiser, “Strikes for NSSRA” which raised over \$40,000 for a new bus for NSSRA participants. The Director announced that he will be on vacation August 6-12 and Barb Cremin will be the Acting Director in his absence.

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)

No Executive Session was held

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

None

15. Adjourn

Commissioner Coulson moved seconded by Commissioner Kuhn to adjourn the Open Session at 8:20 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

Robert J. Patton
Board President

Charles T. Balling
Board Secretary

Approved this 23rd day of August, 2012

j:\park board\2012 board reg session minutes\regular meeting minutes of the glenview park district board of commissioners 7-26-2012.docx