



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
September 26, 2013

1. Roll Call

President Bill Casey called the meeting to order at 7:02 p.m. and the roll was called.

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

Commissioners absent: Daniel B. 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 August 15, 2013 Administrative Operations Committee meeting minutes

Commissioner Coulson moved seconded by Commissioner Przybylo to accept the August 15, 2013 Administrative Operations Committee meeting minutes. Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Przybylo, Tosh, Casey. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

b. @Acceptance of the August 15, 2013 Glenview Park Golf Club Renovation Project Public Hearing minutes

Commissioner Kuhn moved seconded by Commissioner Przybylo to accept the August 15, 2013 Glenview Park Golf Club Renovation Project Public Hearing minutes with proposed formatting changes. Roll Call Vote: Ayes: Kuhn, Patton, Przybylo, Tosh, Coulson, Casey. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

c. @Acceptance of the August 19, 2013 Finance Committee meeting minutes

Commissioner Przybylo moved seconded by Commissioner Patton to accept the August 19, 2013 Finance Committee meeting minutes. Roll Call Vote: Ayes: Patton, Przybylo, Tosh, Kuhn, Casey. Nays: None. Abstain: Coulson. Motion Carried. (Copy of minutes filed herewith.)

d. **@Acceptance of the August 20, 2013 Glenview Park Golf Club Renovation Project Public Hearing minutes**

Commissioner Przybylo moved seconded by Commissioner Kuhn to accept the August 20, 2013 Glenview Park Golf Club Renovation Project Public Hearing minutes. Roll Call Vote: Ayes: Przybylo, Tosh, Coulson, Kuhn, Patton, Casey. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

e. **@Approval of the August 22, 2013 Regular Board meeting minutes**

Commissioner Przybylo moved seconded by Commissioner Coulson to approve the August 22, 2013 Regular Board meeting minutes. Roll Call Vote: Ayes: Przybylo, Tosh, Coulson, Kuhn, Patton, Casey. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Officers' Reports

a. **President**

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

b. **Treasurer**

Treasurer Bill Moore gave a brief summary of the month's financial report. He reported there were three large invoices for the month: PDRMA(Insurance), W.B. Olson, Inc. and Direct Energy Business. Bill noted that all funds are right where they should be.

c. **Attorney**

No Report

d. **Executive Director/Secretary**

i) IAPD/IPRA Community Service Award Nominations

Director Balling announced that the park district will be nominating the following persons/groups for Community Service Awards this year: Outgoing Senior Center Board President, Margaret Rady, Businessman Bob Abt for sponsoring The Grove Craft Faire and the Annual Ice Center Show and the Noon Rotary Club for their support of the LINK program which helps those on the State's SNAP (Supplemental Nutritional Assistance Program) purchase food at the Farmers Market. The Board was encouraged to submit other nominees for consideration to the Director.

ii) Annual Registration and Attendance Report

Director Balling explained that this report is given to the Board annually and it really helps staff to view over-all trends in our programs. Registration has continued to be very stable with major growth seen in fitness, Wagner Farm attendance and ice rentals.

5. Matters from the Public

None

6. @Approval of Accounts Payable

Commissioner Przybylo moved seconded by Commissioner Tosh to approve payroll and

accounts payable for the month of August, 2013 in the amount of \$1,921,501.47. Roll Call Vote: Ayes: Tosh, Coulson, Kuhn, Patton, Przybylo, Casey. Nays: None. Motion Carried.

7. @Approval of Consent Agenda Items

President Casey asked if anyone would like an item removed from the Consent Agenda for further discussion. There were no requests.

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

a. **Approved the Intergovernmental Agreement between the Glenview Park District and the Village of Glenview Regarding Improvements at Cunliff Park**

The project is a cooperative effort between the Village of Glenview and MWRD (Metropolitan Water Reclamation District) and is a critical piece of flood remediation east of Harms road. The Village submitted a six million dollar grant to MWRD for potential funding of this project.

b. **Approved the Following Bids for Tree Removal and Pruning Services**

Tree removal bids were solicited on a unit cost basis as well on where the trees were located. The Board approved the “per inch” unit prices submitted in the bid from Trees “R” Us, Inc. of Wauconda, IL for tree removal services at park locations and the Glenview Park Golf Club. The Board also approved the “per hour” cost for a pruning crew and the “per inch” unit prices submitted in the bid from Clean Cut Tree Service, Inc. of Grayslake, IL for tree removal services at The Grove.

c. **Approved the Bids for Golf Course Turf Equipment**

The Board approved the bid from J.W. Turf, Hampshire, IL, for a Walking Greens Mower which included an \$800.00 trade-in value for a final cost of \$5,774.00. The Board also approved the bid from Reinders Inc., Franklin Park, IL for a Toro Trim Mower which included a \$500.00 trade-in value for a final cost of \$33,120.00. Total amount approved for turf equipment was \$38,894.41.

8. Committees Reports and Recommendations

a. **Administrative Operations**

i) @PT 4 Job Classification

Director Balling gave a brief overview of the proposed PT 4 job classification, the positions being considered for this classification and the proposal to offer insurance benefits to those staff members that may be approved as PT 4 employees. He explained the new PT 4 classification would reflect the updated definition of positions potentially eligible for health benefits as defined by the Affordable Care Act as those working more than 1560 hours annually. While the District has over 1000 part time employees, staff is recommending that 8 employees be classified as PT 4. These positions are already working 1560 or more hours annually and are considered key part-time positions whose responsibilities are critical to the successful operation of the park district. There is

an operational need to have the consistency of having one employee, working 30-35 hours per week for these positions, rather than having multiple employees share the responsibilities of the position. Director Balling also noted that a recommendation to offer insurance benefits to these 8 employees is consistent with the Pay or Play mandate under the Affordable Care Act, albeit, not enforceable until January 2015, it is being recommended to provide the benefit effective January 1, 2014. Director Balling thanked Superintendent Barb Cremin and Human Resource Manager, Laila Bashia who have become very knowledgeable on the intricacies of the Affordable Care Act for all their input and research on this topic.

President Casey asked for a motion to accept the recommendation to approve the creation of a PT4 classification of employees.

Commissioner Przybylo moved seconded by Commissioner Tosh to accept the recommendation to approve the creation of a PT4 classification of employees. Roll Call Vote: Ayes: Patton, Przybylo, Tosh, Coulson, Casey. Nays: Kuhn. Motion Carried.

President Casey asked for a motion to approve the 8 part time, year round positions to be classified at PT4 and if there was any discussion. There was no discussion.

Commissioner Coulson moved seconded by Commissioner Przybylo to approve 8 part time, year round positions to be classified as PT4. Roll Call Vote: Ayes: Przybylo, Tosh, Coulson, Casey. Nays: Patton, Kuhn. Motion Carried.

President Casey asked for a motion to accept the recommendation to approve the insurance benefit for PT4 employees effective January 1, 2014. He then asked for discussion on this topic before the roll call was taken.

Commissioner Bob Patton was opposed to providing the health insurance benefit to the PT4 classification of employees because he does not feel there is a legal requirement or business case to justify providing the insurance benefit at this time. He also doesn't feel that there is a current talent retention/attraction issue that would warrant taking this action and expressed concern about how giving insurance benefits to these 8 PT4 employees will be perceived by other part time staff. He pointed out that the Village and other local Park Districts are not offering a comparable benefit to their part time staff and feels that by the park district offering these benefits, it will establish a permanent precedent. Bob also feels that the \$75,000 annual cost to provide this insurance will continue to rise which was also previously expressed by Commissioner Dan Peterson who was not present at the meeting. Commissioner Patton is very much against approving this recommendation as not good governance and is a bad business decision.

Commissioner Charlie Kuhn was also opposed to providing the health insurance benefit to the PT4 classification. He feels that the Board's responsibility is to look after tax payer's money and doesn't feel this recommendation is using the

taxpayer's money wisely since we are not mandated by law to provide this benefit at this time. He suggested that since this issue was not put forth as a Committee recommendation, the topic should go back to Committee for further discussions on possibly increasing these employees' contributions for health care benefits or wait until it is mandated by law. He also does not feel this is a retention issue since most of these 8 employees have been with the district for many years. He noted that health costs are and will continue to increase, the pool of employees will increase and he does not want to saddle future Park Boards with these costs. He feels there is too much confusion with this law and the Board should wait and not approve this recommendation.

Commissioner M.J. Coulson expressed her support for providing the health insurance benefit. She feels the park district leadership is at the cross-roads of change and can choose to hide from the change or look at the needs of the community and structure the agency to fit those needs. She feels to maintain the customer experience our patrons have come to know; we need to look at our organization, its growth and the ability of staff to meet customer expectations. M.J. also feels the PT4 status will allow a higher level of part time staff to meet those expectations while being more cost effective than adding full time employees. She feels this is a sensible way to manage the growth and changes in our organization while maintaining a high-level customer experience.

Commissioner Dave Tosh feels that staff, volunteers and all those behind the scenes is what makes the Glenview Park District great and since the Executive Director feels this is important to the District's operations and to retain experienced and key part time staff; he is in favor of approving the health benefits. He feels the Board should set the example for other park districts and does not see the cost as an issue at this time.

Commissioner Ted Przybylo said he believes the Board was elected and entrusted to watch the tax payers' money and feels this Board has always done just that. For the second year in a row, the tax levy has been kept level while still providing excellent programs and services to our patrons. Ted feels park district staff have done a stellar job from the Executive Director on down. He noted that the Glenview Park District has always been on the cutting edge and will lead on this issue as well. He feels that even though the Pay or Play mandate of the Affordable Care Act is not enforceable at this time; the Board should still adhere to it because it is the right thing to do. He expressed his support to approve the recommended health benefits for the 8 PT4 employees.

President Bill Casey thanked Superintendent Barb Cremin and Laila Bashia for all their efforts on this matter. He feels national politics has gotten mixed into what was a good idea for managing the anticipated implementation and costs of health care reform in our local park district government. He noted that the Affordable Care Act now gives us the opportunity to provide health benefits for our key part time employees. Bill feels since the Executive Director who is the chief operations and business manager of the district, believes this expenditure is beneficial to the park district and a good business model; he will concur with his recommendation.

Commissioner Tosh moved seconded by Commissioner Coulson to approve the insurance benefit for PT4 employees effective January 1, 2014. Roll Call Vote: Ayes: Przybylo, Tosh, Coulson, Casey. Nays: Kuhn, Patton. Motion Carried.

- ii) Committee Update
No report

b. Finance

- i) @Estimated Tax Levy

Commissioner Przybylo reported that the Finance Committee discussed an estimate of the tax levy with the final tax levy to be approved at the November Board meeting. He believes the most significant aspect of the levy is that the ratio of service charges continues to be in line with the tax dollars and that balance is important to maintain. Superintendent Barb Cremin read into the minutes an estimate of the tax levy for 2014 as required by the Truth in Taxation Act. The estimated levy amount is \$16,347,930. This levy determines the taxes available for park district operations for fiscal year 2014-2015.

Commissioner Bob Patton applauded the Board's effort to keep the last two years' tax levies flat and for the amount of considerable projects, renovations and improvements that took place at the Park District during that time. However, he will not support a tax increase as outlined in the estimated tax levy. He feels the Board needs to change its culture and strategy, prioritize better, decrease costs where needed, and find new revenue sources before raising taxes. *Note:* Commissioner Patton asked for the following to be added to the minutes after they were approved: (Patton also noted an amount in excess of the levy was set aside for a potential real estate purchase and that keeping taxes flat is more important than that real estate purchase.)

Superintendent Barb Cremin noted the overall increase over last year's tax extension includes \$395,985 of tax revenue from new growth which may or may not materialize, a \$218,469 increase to reflect the CPI and an increase of \$131,946 in the non-capped funds primarily due to bond payment schedules along with the costs of the NSSRA Capital Plan. She acknowledged that the County did not put all of the new Astellas property on the tax rolls last year, so the park district did not see those tax dollars and has estimated approximately that same "new growth" for this year's levy.

Commissioner Przybylo explained that the Board will be looking at reallocating the district's Categories of Park Services which shows which operations are supported by tax dollars and which are supported by user fees.

Commissioner Przybylo moved to accept the Finance Committee recommendation to approve the estimated tax levy of \$16,347,930 as presented. Roll Call Vote: Ayes: Przybylo, Tosh, Coulson, Casey. Nays: Kuhn, Patton. Motion Carried.

- ii) Committee Update
No Report

c. Special Revenue Facilities

- i) @Construction Management Services – At Agency for Glenview Park Golf Club Superintendent Bob Quill noted that the park district tends to go with a Construction Manager on large projects such as the Golf Course instead of a general contractor. There are two Construction Management Services to consider “At Risk” and “At Agency”. With the Construction Manager “At Agency”, the Park District manages the bid process and owns all the contracts. There are about 8-10 prime contracts on this project and the construction time is only about 12 weeks. With the Construction Manager “At Risk”, the Construction Manager manages the bids and owns all contracts. The Committee is recommending “At Agency”. The schedule for the project remains the same for either choice.

Commissioner Przybylo moved to accept the Special Revenue Facilities Committee recommendation to approve the Construction Manager - At Agency Services Proposal with KemperSports™ for the Glenview Park Golf Course Renovation. Roll Call Vote: Ayes: Tosh, Coulson, Kuhn, Patton, Przybylo, Casey. Nays: None. Motion Carried.

- ii) Committee Update
No report

9. Staff Reports

Superintendent of Leisure Services, Bob Quill noted the project team for the Glenview Park Golf Course renovations met recently and the timeline is on schedule for an application to be submitted to the Metropolitan Water Reclamation District in October, bids to be opened in January with Board approval in February and the project to begin on July 7, 2014. Bob also noted the upcoming Grove Fest to be held on October 6 is the largest and most attended event at The Grove and that the Farmers Market at Wagner Farm continues to break attendance records. He ended by announcing the next Glenview Park Foundation meeting will be held in October.

Superintendent of Administrative Operations, Barb Cremin, reported that some of the district’s financial software is no longer being supported by the vendor and it will need to be replaced. Also on next month’s Board agenda will be approval of the annual rollover bond which pays the debt on Park Center.

Superintendent of Special Facilities, Cheryl Deom, reported the Paddle Tennis Open House was held last Saturday with approximately 60 people in attendance and staff is busy with gearing up for paddle season. Staff has also met with marketing and others to discuss golf fees for the next two years and is focusing on identifying the next strategic initiatives for the facilities. Commissioner Tosh suggested staff look into offering a paddle tennis program for middle school age children. Cheryl noted that they are currently looking into offerings for that age group as well as high school.

Superintendent of Park and Facility Services, Jim Warnstedt, reported that the old play structure at Roosevelt Park has been removed and will be donated to an underprivileged country. The 5-12 year old equipment is in place and the new playground should be completed within 8 weeks. The Village will be resurfacing the street next spring and the

park district will request curbing. Fall tree planting has begun and will continue along the waterways in part due to a grant with the Village. Also additional drainage at the Great Lawn is being considered.

Director Chuck Balling noted that staff recently met with the new Mayor of Golf, Dan Williams, and Trustee Pam Maga. The Village of Golf is very pleased with the renovations done to the fieldhouse and the Director acknowledged both Jim Warnstedt and Ken Wexler for all their work on that project. Also discussed was the Village's request for additional parking spaces (8-10) which they are currently discussing with Metra. They are looking to have these spaces located on a Metra easement east of the tracks. Chuck also noted two recent articles in the local newspapers that highlighted awards to be given out at the IAPD Best of the Best Award Gala on September 18. An Intergovernmental Cooperation Award will be presented to the Village of Glenview and the Glenview Park District for their partnership on the Administration Building renovation and the Best Friend of the Park Small Business Award will be presented to Egg Harbor Cafe for their continuous support of the Wagner Farm Dairy Breakfast. Chuck also recognized the amazing accomplishment and dedication to fitness of the Park District's Fitness Center Manager, Kathleen McInnis who will be participating in her second Ironman competition. Lastly, Chuck thanked staff for their organizing and Commissioners for their support of the two public hearings that were held to solicit feedback on the Glenview Park Golf Course project. He especially thanked Commissioner Przybylo who introduced the meetings.

10. Matters from Commissioners

Commissioner MJ Coulson acknowledged a recent local news article on the Schram Memorial Chapel and hopes it will make the community aware of this very special historical building that has been a part of the community years before the development of The Glen. Commissioner Coulson is also looking forward to the Board Retreat on November 16. She acknowledged the diverse backgrounds and thinking of Board members and hopes this retreat gives Commissioners the opportunity to grow and develop together and reinforces their ability to continue to work effectively on behalf of the community.

Commissioner Dave Tosh acknowledged that while visiting the Glenview Park Golf Course this week he was happy to see it hosting a large Chicago Police Officers golf outing, the Glenbrook South golf team competing and students from Loyola getting in some practice. He hopes this flurry of activity is a good sign that the golf course can make up for some of the bad weather that hurt attendance this year. Dave also acknowledged and thanked Wagner Farm Director Todd Price for being so accommodating and offering to bring one of the farm's cows to Springman Middle School to help with a fundraising event.

Commissioner Charlie Kuhn gave a general thank you to Superintendent Barb Cremin for all she does. He also recognized Wagner Farm particularly for the amount of interest it garners for its 4-H program. He noted 119 kids were competing for just 4 open slots in the club this season.

Commissioner Bob Patton also thanked Barb Cremin for her patience, objective analysis

and clear, practical advice that she conveyed on some recent Administrative matters.

President Bill Casey acknowledged the amount of new development being generated in the Village. With 800 plus units proposed, he hopes the park district will take this opportunity to market our services and welcome these new residents to the Glenview Park District.

11. Correspondence

None

12. Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Land Acquisition/Lease (c5 & c6)

Commissioner Coulson moved seconded by Commissioner Kuhn to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:10 p.m. to discuss Land Acquisition/Lease (c5 & c6). Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Przybylo, Tosh, Casey. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:20 p.m.

Commissioner Kuhn moved seconded by Commissioner Coulson to adjourn the Executive Session and move back into Open Session at 9:10 p.m. Roll Call Vote: Ayes: Coulson, Kuhn, Patton, Tosh, Casey. Nays: Przybylo. Motion Carried.

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

None

14. Adjourn

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

ATTEST:

William M. Casey
Board President

Charles T. Balling
Board Secretary

Approved this 24th day of October, 2013

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