

ADMINISTRATIVE OPERATIONS COMMITTEE MEETING

1930 Prairie St.
Glenview, Il 60025
Regular Meeting Minutes
July 21, 2016

1. Roll Call

Chairperson Bob Patton called the meeting to order at 6:03 p.m. and the roll was called.

Commissioners/Official Staff present: Commissioners Bob Patton, Charlie Kuhn (arrived 6:08 p.m.), Dan Peterson, Dave Tosh; Attorney Sam Witwer (left at 6:20 p.m.), Executive Director Michael McCarty, Deputy Executive Director Barb Cremin, Superintendent of Park and Facility Services Jim Warnstedt

Commissioners/Official Staff absent: None

2. Agenda Topics

Village of Glenview IGA - Regulatory Oversight of Construction Projects

The most recent draft of the document was distributed to those in attendance. Executive Director McCarty and Superintendent Jim Warnstedt provided an update of discussions with the Village on the two outstanding issues, the ADA clause and the termination clause. The Village's position is that the Village is the responsible party for rectifying complaints based on the Illinois Accessibility Code and therefore needs to review projects for compliance with the code. Commissioner Peterson expressed concern that the wording in the agreement is overly broad and may be interpreted that all construction projects will need to be brought before the Village. Staff will work with the Village to try to come up with mutually agreeable language to address the concern.

Executive McCarty reported that the Village did not agree to the Park District's proposed wording to set an expiration date to the agreement. Commissioner Patton stated that his preliminary research indicated that in the absence of a defined expiration date, the law provides for termination of the agreement by either party subject to reasonable notice. Commissioner Patton requested that Attorney Sam Witwer confirm his understanding that the agreement could be terminated with reasonable notice if there is no expiration term in the agreement and if so, he was fine with not including a specific expiration term in the agreement.

Committee Recommendation/Direction: The Committee directed staff to address the wording related to the Illinois Accessibility Code with the Village staff and to place the IGA on the July Board meeting agenda.

Policy 3.44 Reduced Fees for Military Personnel

Staff presented a proposed policy to provide for reduced fees for military personnel. The committee discussed who should be eligible for the military discounted fees and recommended that modifications be made to the proposed policy.

Committee Recommendation: The Committee recommended that the policy be revised to allow discounted fees to the spouse and children under the age of 21 of an active duty service member and to allow discounted fees to veterans and reservists. The spouse and

children of veterans and reservists are not eligible for discounted fees. The committee also suggested that a definition of “veteran” be included in the policy and that the policy wording reflects that the purpose of the reduced fees is to recognize military personnel’s service to our country and provide a recreational outlet for veterans and active duty military personnel returning to their communities after deployment. The Committee will review a revised draft of the policy at the August 8, 2016 Committee meeting.

Other

Executive Director McCarty distributed a draft of a Request for Proposal for legal services that will be included in the August Administration Committee packet for review and discussion at the August 8, 2016 committee meeting. The Committee was asked to provide any suggested edits prior to August 8th so that the edits can be included in the version included in the August Committee packet.

Matters from the Public

None

The meeting was unanimously adjourned at 7:20 p.m.

ATTEST:

Daniel B. Peterson
Board President

Michael D. McCarty
Board Secretary

Approved this 25th day of August 2016