



**Glenview Park District
Regular Park Board Meeting
May 22, 2014**

HIGHLIGHTS

The Board of Park Commissioners...

- Approved the April 24, 2014 Regular Park Board meeting minutes.
- Accepted the May 2, 2014 Administrative Operations Committee meeting minutes.
- Accepted the May 8, 2014 Special Revenue Facilities Committee meeting minutes.
- Accepted the Weekley Homes Development Concept Plan of March 13, 2014. The Board accepted the plan showing 48 homes as presented and under the assumptions that were detailed in a letter to the Village of Glenview dated April 17, 2014 calling for the acceptance of donated land.
- Approved Payroll and Accounts Payable for the month of April, 2014 in the amount of \$2,141,168.21.
- Accepted a Buildings, Grounds & Park Services Committee recommendation to approve the maintenance tasks at the existing 2320 Glenview Road building as outlined in the Opinion of Probable Cost spreadsheet with an amount not to exceed \$201,416. A report was developed by PS Dewberry Architects and the AT Group with staff input on how to update the building so it can be repurposed for Park District use by the Information Technology (IT) and Facility Maintenance teams.
- Accepted a Buildings, Grounds & Park Services Committee recommendation to approve the construction drawing phase with PS Dewberry for the Park and Facility Services East satellite maintenance facility on Roosevelt Road in an amount not to exceed \$260,216. The guiding principles for this project were to replace the space and functionality that was lost due to the fire and to maximize the insurance proceeds to minimize additional funding needs. Dewberry architects worked on a space needs study, and staff offered guidance as to what design elements would be best for the Park Service East satellite operations. Throughout this process, staff had envisioned a satellite garage to accommodate the Facility Services part of the Division. Priorities for this space include carpentry and welding/fabrication workshop, storage for custodial and maintenance supplies, workspace for plumbing, electrical, HVAC and pool trades and planning for a phased approach to allow for a future greenhouse and potential ingress/egress reconfiguration.
- Approved the Budget and Appropriation Transfer Ordinance No. 2014-13. This is presented annually to the Park Board and is a housekeeping item.
- Accepted an Administrative Operations Committee recommendation to approve Statutory Authority of the Glenview Park District Policy No. 1.20. This policy was updated to

make sure all Park District statutory authority under the State of Illinois was current.

- Accepted an Administrative Operations Committee recommendation to approve updating Smoking Prohibition Policy No. 4.13. This policy was updated to include inhaling or exhaling from an electronic cigarette, also known as an e-cigarette, or possessing an activated electronic cigarette.
- Accepted an Administrative Operations Committee recommendation to approve revised Safety Committee Policy No. 8.30 and rescission of policies 9.90, 9.901 and 9.902. The proposed policy 8.30 was revised to reflect the current role and responsibilities of the District's Safety Committee and incorporate parts of policies 9.90, 9.901 and 9.902.
- Accepted an Administrative Operations Committee recommendation to approve Travel Policy No. 9.30 and rescind Policy No. 9.71. The Committee reviewed the policies and concurred that policy 9.71 should be rescinded since it is a procedural form and should not be a separate policy.
- Accepted a Special Revenue Facilities Committee recommendation to approve continuous cart paths at the Glenview Park Golf Course to be constructed with an asphalt surface and an alternate surface of crushed granite in areas designated on the site plan in red unless a better surface is found and approved by the Special Revenue Facilities Committee for these areas; also, that no deduct be taken from the Park Board approved March 20th bids for this project.
- Closed out the 2013/2014 Fiscal Year and Convened the 2014/2015 Fiscal Year.
- Approved the nominations of Board President Mary Jean Coulson and Vice-President Ted Przybylo for the 2014/2015 Fiscal Year.
- The Park Board and staff recognized outgoing Board President Bill Casey for his tremendous dedication to his family, profession, the Park District and the community. They also thanked him for his steady leadership and guidance, expressed their appreciation for his depth of experience and wisdom and admire him for all the time and effort he puts into his role as a Commissioner. Bill has now served two terms as Board President during his 11 plus years on the Park Board.
- Approved the appointments of Glenview Park District Officials and Alternates as follows: Sam Witwer of Witwer & Waldron as legal counsel; William Moore as Treasurer; Jerry Aulisio as Building Director; Charles T. Balling as Executive Director/Secretary, representative of the International City Manager's Association (ICMA), United States Conference of Mayors Retirement Program (USCM), alternate representative to the Park District Risk Management Agency (PDRMA), representative to the Northern Suburban Special Recreation Association (NSSRA); Barbara Cremin, Cheryl Deom, Robert Quill as alternate representatives to NSSRA; Barbara Cremin as Investment Officer responsible for the investment and transfer of park district monies, Freedom of Information Officer and alternate Open Meetings Act Officer, representative to PDRMA, representative to the Illinois Institutional Investors Trust (IIIT), representative to the Illinois Municipal Retirement Fund (IMRF) and responsible for voting on IMRF issues and elections on behalf of the board; Joanne Capaccio as Open Meetings Act Officer and alternate Freedom of Information Officer, and Nicole Hopkins

is authorized to invest funds of the Glenview Park District according to board policy.

- Presented the Board Committee Appointments for the 2014/2015 Fiscal Year. (Please see attachment).
 - Approved Resolution 2014-14: Glenview State Bank Deposit Box; Resolution 2014-15: Glenview State Bank Depository Designation; and Resolution 2014-16: Illinois Institutional Investors Trust. These are all annual housekeeping items.
- * The next regular Park Board meeting will be held at 7:00 p.m., Thursday, June 26, 2014. The meeting will be held at Park Center, 2400 Chestnut, Glenview IL. The public is welcome. If special needs are required in order to attend this meeting, please call the Park District Office, 847-657-3215.

Glenview Park District
Committee Appointments – 2014/2015 Fiscal Year

Mary Jean Coulson, President Ted Przybylo, Vice President

Administrative Operations and Marketing

*(Human Resources/Technology/Training/
Planning/Legislative/Marketing/Public Relations)*

Chair: Bill Casey

Commissioner: M.J. Coulson

Staff: Barb Cremin and Liz Gogola

Attorney: Sam Witwer

Special Revenue Facilities

(Tennis/Golf/Ice)

Chair: Ted Przybylo

Commissioners: M.J. Coulson/Bill Casey

Staff: Cheryl Deom

**Park & Facility Services/Environmental
Committee**

*(Parks Maintenance/Renovations/Building
Maintenance) & (Setting Future Direction for
Stewardship and Protection of Open Space,
Recycling-Eco Policy)*

Chair: Charlie Kuhn

Commissioner: Dave Tosh

Staff: Jim Warnstedt

Special Liaisons

Local Government: M.J. Coulson

Foundation: Ted Przybylo/Dave Tosh

Senior Center: Dave Tosh

NSSRA: Dan Peterson

Historic Preservation: M.J. Coulson/Bob Patton

Finance

(Budget/Audit/Tax levy)

Chair: Dan Peterson

Commissioners: Ted Przybylo/Bill Casey

Staff: Barb Cremin, Nicole Hopkins

Treasurer: Bill Moore

Youth Sports Task Force

(Local Youth Sports Organizations)

Chair: Ted Przybylo

Commissioner: Charlie Kuhn

Staff: Jim Warnstedt/Bob Quill/Joe Pollina

Recreation, Museum & Swimming Pools

*(Recreation Services/Park Center/ Grove/ Wagner
/Schram/Swimming Pools)*

Chair: Dave Tosh

Commissioner: Bob Patton

Staff: Bob Quill

Committee of the Whole - Strategic Planning

(Board/Staff)

Chair: Board President

Staff: Chuck Balling and Barb Cremin