



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
December 18, 2014

1. Roll Call

President Mary Jean Coulson called the meeting to order at 7:00 p.m. and the roll was called.

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

Commissioners absent: None

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Charles Balling, Superintendent of Park and Facility Services James Warnstedt, Superintendent of Administrative Operations Barbara Cremin, Superintendent of Special Facilities Cheryl Deom, 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

3a. - 3f.

@Accepted the November 14, 2014 Park and Facility Services/Environmental Committee meeting minutes; the Combined November 19, 2014 Recreation, Museum & Swimming Pools/Park and Facility Services Environmental Committees meeting minutes; the November 20, 2014 Regular Board meeting minutes; the December 10, 2014 Special Revenue Facilities Committee meeting minutes; the December 10, 2014 Administrative Operations Committee meeting minutes; and the December 11, 2014 Recreation, Museum & Swimming Pools Committee meeting minutes

Commissioner Casey moved seconded by Commissioner Peterson to accept the November 14, 2014 Park and Facility Services/Environmental Committee meeting minutes; the Combined November 19, 2014 Recreation, Museum & Swimming Pools/Park and Facility Services Environmental Committees meeting minutes; the November 20, 2014 Regular Board meeting minutes; the December 10, 2014 Special Revenue Facilities Committee meeting minutes; the December 10, 2014 Administrative Operations Committee meeting minutes; and the December 11, 2014 Recreation, Museum & Swimming Pools Committee meeting minutes. Roll Call Vote: Ayes: Casey, Kuhn, Patton, Peterson, Przybylo, Tosh, Coulson. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Officers' Reports

a. President

President M.J. Coulson 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 no investment items purchased for the month but there were 6 large invoices: Allstar Asphalt Co. Inc.; A Lamp Concrete Contractors; Elanar Construction; Park District Risk Management Agency (PDRMA); Trees "R" Us, Inc. and Wadsworth Golf Construction. Bill noted all funds are in line and close to budget.

c. Attorney

No Report

d. Executive Director/Secretary

No Report

5. Matters from the Public

None

6. @Approval of Accounts Payable

Commissioner Casey moved seconded by Commissioner Patton to approve payroll and accounts payable for the month of November, 2014 in the amount of \$2,073,513.23. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Tosh, Casey, Coulson. Nays: None. Motion Carried.

7. @Approval of Consent Agenda Items

President Coulson asked for a motion to approve the consent agenda items.

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

- a. Accepted a Special Revenue Facilities Committee recommendation to approve the 2015-16 Annual Recommendations for the Tennis Club
- b. Accepted the Special Revenue Facilities Committee recommendation to approve the 2015-16 Annual Recommendations for the Glenview Park Golf Club
The Glenview Park Golf Club fees for the 2015 season pricing will be "Introductory" and "Welcome Back" to maximize exposure to the newly renovated facility by our local and regional golfers. The following will be offered: Flexible (affordable options) for multiple round purchases (season passes and "10 card" purchases); one season pass priced accordingly for the second abridged season, and a tiered green fee structure throughout the day (rates driven by most popular tee times, typically highest price in the morning with incremental decreases throughout the day).
- c. Accepted the Special Revenue Facilities Committee recommendation to approve the 2015-16 Annual Recommendations for Golf Operations at the Glenview Prairie Club

Overall changes are minor and staff is suggesting simplifying the number of season passes and continuing to encourage more cross over play between the two courses.

- d. Accepted the Recreation, Museum, and Swimming Pools Committee recommendation to approve the 2015-16 Annual Recommendations for the Park Center
Minor verbiage and definition changes were made.
- e. Accepted the Recreation, Museum, and Swimming Pools Committee recommendation to approve the 2015-16 Annual Recommendations for Outdoor Pools
No major changes.
- f. Approved Ordinance 2014-23: Liquidation of Personal Property.
This is a house keeping item to sell unneeded Park District equipment.

8. Committees Reports and Recommendations

a. Administrative Operations

- i) @Approved Revised Policy 2.20 Park Board Rules and Order of Business

Commissioner Casey moved to accept an Administrative Operations Committee recommendation to approve the proposed revised Policy 2.20 Park Board Rules and Order of Business and the corresponding revisions to sections 3.4 Vacancies and 5.16 Public Input in the Board of Commissioners General Practices Manual
Roll Call Vote: Ayes: Peterson, Przybylo, Tosh, Casey, Kuhn, Patton, Coulson.
Nays: None. Motion Carried.

- ii) @Consideration to approve Proposed Revised Policy 2.40 Board Program Participation Privileges

President Coulson noted that Commissioner Peterson had asked to bring forth this proposed revised policy for consideration. However, the Administrative Operations Committee members felt this policy should be further studied and reviewed before bringing to the full Board for consideration to approve.

Commissioner Peterson asked that the Board address Board Program Participation Privileges in Policy 2.40. He submitted edits to Policy 2.40 to address his concerns and brought his proposed revisions to the Administrative Operations Committee to review. The Committee chose not to bring the revised policy to the full Board as a Committee recommendation without having additional study and research. Commissioner Peterson however wanted to bring this issue to the full Board tonight and so he moved to approve the proposed revised Policy 2.40 Board Program Participation Privileges. No Board member seconded the motion. President Coulson declared that the motion died for lack of a second. Therefore, there was no Board discussion or vote taken on this matter.

Commissioner Casey noted the consideration to approve the 2014-2018 Strategic Plan was postponed until the January Board meeting so Commissioners could further review it. He asked that all edits be given to Superintendent Barb Cremin by this Friday. Director Balling asked that the

Board also review the tasks that are outlined in the Plan. The Strategic Plan will be posted on the Park District website for public review and comments after it is updated by the Board. Commissioner Casey noted many district policies will be reviewed as part of the Strategic Plan especially since there are new laws that will need to be reflected in these policies.

- iii) Committee Update
No Report

b. Recreation, Museum & Swimming Pools

- i) Committee Update
Superintendent Bob Quill noted no substantive changes were made to the Park Center or Swimming Pools Annual Recommendations this year. These annual recommendations were approved by the Board on the Consent Agenda.

c. Special Revenue Facilities

- i) @Approved a Special Revenue Facilities Committee recommendation to a move to Construction Drawings and Development of Bid Specifications: Glenview Park Golf Club Clubhouse Remodeling
Superintendent Cheryl Deom noted the next steps in this remodel project is for the Board to approve moving forward with construction drawings at a cost not to exceed \$160,000 and the development of bid specifications so bids could be awarded in February. Park District Building Commissioner, Jerry Aulisio, was present at the meeting to answer any questions. Jerry noted the timing is important so the project can start in March and be ready for the season opening. It will take a little over two months to complete the remodel.

The proposed remodeling would include: paint, wallpaper, new carpet/flooring throughout the facility, the locker rooms/bathrooms, tables and chairs in the Café replaced, a new bar, new matching pro shop merchandise fixtures and the facility being brought up to Code (new fire suppression system and fire alarm system) as well as ADA items identified in the public areas meeting code, expanding the lobby by moving the pro shop entrance wall further into the shop space, new dining room divider, new plumbing and light fixtures throughout the public areas and an expanded outdoor dining deck/porch with relocation of the ADA access ramp.

Commissioner Kuhn requested that the replacement cost for the Beverage Cart (\$15,000) not be used as part of funding for this remodel but remain as capital replacement costs. Staff agreed to leave the \$15,000 in the capital replacement fund.

Commissioner Przybylo moved to accept a Special Revenue Facilities Committee recommendation to move forward with the construction drawings at a cost not to exceed \$160,000 and the development of bid specifications for the Glenview Park Golf Club Clubhouse remodeling. Roll Call Vote: Ayes: Tosh, Casey, Kuhn, Patton, Peterson, Przybylo, Coulson. Nays: None. Motion Carried.

- ii) Committee Update
No Report

9. Staff Reports

Superintendent of Park and Facility Services, Jim Warnstedt, reported staff presented the plans for the Park Facilities Services east garage project to the Village Appearance Commission and received preliminary approval. Staff then presented to the Village Plan Commission. The Plan Commission approved the project without the greenhouse, since that would need to be done within 5 years. The greenhouse could always be added at a later date. This plan will next go before the Village Board in January for final approval. Jim noted with the nice weather, there has not been any skating or sledding, but staff is ready for when the cold hits. He also mentioned the beautiful lighting of the Jackman Park Gazebo by staff for this year's holiday season. Jim also acknowledged that the Cunliff Park stormwater project in cooperation with the Village is moving along with sewer and foundation work currently being done. Commissioner Patton asked for an update on the Pine Street buyout, which the Village is offering to flood prone homeowners in coordination with the Metropolitan Water Reclamation District. Jim explained that the Village has presented the plan to the residents and is now waiting for property appraisals. He acknowledged that some resident may accept and some may not, but either way, the buyouts most likely will move forward. Director Balling noted that when it is timely, he will invite the Village to present an update on this project to the Park Board. Commissioner Tosh asked for an update on the signs that were to go up at the Senior Center. Bob Quill said he will check with Jason Hickman on the status.

Superintendent of Special Facilities, Cheryl Deom, invited the Board to come out to the Ice Center exhibition on Friday. She noted there are many fun family events scheduled next week. Elsa from Frozen will be skating! There are also a couple of charity hockey games coming up between staff and Village police/fire. Also, cross country skiing is being offered this year at the Glenview Prairie Club. The trail is marked and signed and snow conditions will be posted on the park district website or patrons can call the Prairie Club for updates.

Superintendent of Administrative Operations, Barb Cremin, recently attended the annual TIF Jurisdiction Meeting where it was announced that the end of the TIF will be 2022. Staff will update financial projections to reflect this additional year. She also noted staff is working on EMV Compliance (developed by Europay, MasterCard, and Visa) which requires credit card machines to read microchips. This compliance will need to be done in coordination with our registration software. And mobile technology is also being researched in order to allow patrons the convenience to have their GPD membership cards display on their mobile phones (this idea was first proposed by Commissioner Kuhn last year).

Superintendent of Leisure Services, Bob Quill, reported that part of the roof membrane over the indoor pool separated in October and was repaired. However, staff would like an infra-red test done on the entire roof to determine if there are any moisture issues; and if so, get the repair costs in the upcoming budget. This work would be able to be completed without closing Park Center. Bob also reported that Steve Swanson has been attending Village meetings on the Weekly Homes development and so far, all has gone well. Hopefully agreements will be written and reviewed in February. Director Balling complimented the Village, Weekley Homes and the Redemptorists Fathers for all their cooperation and

support on this proposed deeding of approximately 8 acres of historical and environmentally significant land over to the Park District.

Director Balling announced the retirement of Superintendent of Leisure Services Bob Quill after 40 years working in the park and recreation field, effective June 30. He noted Bob began his career as a locker room attendant and worked his way up to Superintendent. He applauded Bob for being a true leader as evident in the outstanding team he has developed here at the Park District. He has also been a leader in the area of facility development, a strong, compelling negotiator, and is very well respected. Bob is a good friend to all and he will be greatly missed. Chuck thanked Bob for “doing an amazing job” and the Board and staff applauded him for all his dedicated years of service.

10. Matters from Commissioners

Commissioner Kuhn attended a “Christmas in the Woods” event at The Grove. Volunteers from The Grove along with the Northfield Food Pantry hosted 100 families and treated them to a very special Christmas. This is the second year the event has taken place. The Grove received a \$2,500 grant from a Foundation in Florida which has already pledged \$5,000 for next year’s event.

Commissioner Kuhn also commented that he would like to see Policy 2.40 Board Program Participation Privileges brought back to a Board Committee for further review. He congratulated Bob Quill on his retirement and wished everyone a Merry Christmas.

Commissioner Peterson also congratulated Bob Quill and thanked him for his four decades of service. He noted the strength of the Park District leadership team as Director Chuck Balling, Superintendent Cheryl Deom and now Superintendent Bob Quill are all set to retire this year. He thanked them and remarked that it will be hard to fill their shoes. Commissioner Peterson also thanked all the staff for a great year. And, he thanked his fellow Commissioners and wished them happy holidays.

Commissioner Peterson restated his concerns with the Board not acting on his proposed revisions to Policy 2.40 Board Program Participation Privileges. He feels that former commissioners’ use of park district facilities is a form of compensation which does not comply with the Park District Code. Commissioner Casey noted that the full Board decided not to discuss this topic earlier by not seconding a motion that was made to approve the revised Policy and it was out of order for Commissioner Peterson to bring this back up during the Matters from Commissioners agenda topic. After attorney review, it was decided that Commissioner Peterson could briefly make a statement as long as it did not become a substantive discussion on business that had already been officially determined would not be discussed at this meeting. President Coulson gave Commissioner Peterson time to make a statement and he restated his concerns as noted above.

Commissioner Przybylo also congratulated Bob Quill on his retirement, noted it was well deserved and wished him the best. He also commented that he is concerned with how Board members treat and deal with each other. He feels that when a subject is discussed in a Board Committee and there is no recommendation to bring it in front of the full Board, than it should not be consistently brought up over and over again. Especially, when legal counsel has addressed concerns on a particular matter and has determined that those concerns are unwarranted. He feels legal counsel’s opinion, at times, is being discarded and overruled.

He also referred to the Board Retreat that was held in November 2013, which gave Board members guidelines to follow.

Commissioner Tosh has known both Superintendent Deom and Quill for many, many years. He feels blessed to be serving on the Park Board during a time when both of them are leaders within the Park District and he thanked them.

Commissioner Patton noted Bob Quill was his first boss and he has really enjoyed being on the Park Board and reconnecting with Bob. He is very happy for Chuck, Cheryl and Bob as they retire but sad for the rest of us and wished them all the best. He wished everyone a Merry Christmas.

Commissioner Casey reminisced about a resident 12 years ago who complained to Bob about the concerts in the park and then that resident ended up running for the Park Board. He noted Bob had taught him a lot over the years and he appreciated that and he extended his congratulations to him. He also remarked on the donation of a 1937 steel wheel John Deere tractor to Wagner Farm by a resident named Hank and encouraged the Board to stop by to see it. Bill also wished everyone a Merry Christmas and Happy New Year.

President Coulson also thanked Bob for all his years of service and for being a model citizen for the community. She noted the profound difference Bob has made in the many projects he has worked on and people he has mentored and coached over the years. She acknowledged the pride she feels and the amazing brand that has been established as the Glenview Park District. She thanked Bob for the incredible role he has played in the district and for the heart he has brought to it over his many years. President Coulson also wished everyone a Merry Christmas and Happy New Year.

11. Correspondence

Director Balling referred to an article on healthy lifestyles for employees that will be featured in an upcoming IPRA magazine that was submitted by Assistant Manager of Health and Fitness, Beth Gosnell. Director Balling also introduced new Marketing Manager Jena Johnson who was present. He noted she worked with President Coulson on a “year in review” article that will be featured in the Lantern Newspaper. Director Balling also thanked his staff for all they do throughout the year and for all the accomplishments the Park District was able to achieve this year. He wished everyone a Merry Christmas and a safe and happy holiday season.

12. Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. to discuss Minutes (Sub-section c21), Personnel (c1)

Commissioner Casey moved seconded by Commissioner Patton to adjourn to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:05 p.m. to discuss Minutes (Sub-section c21) and Personnel (c1). Roll Call Vote: Ayes: Casey, Kuhn, Patton, Peterson, Przybylo, Tosh, Coulson. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:07 p.m.

Commissioner Patton moved seconded by Commissioner Tosh to adjourn the Executive Session and move back into Open Session at 8:25 p.m. Roll Call Vote: Ayes: Kuhn, Patton, Peterson, Przybylo, Tosh, Casey, Coulson. Nays: None. Motion Carried.

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

None

14. Adjourn

Commissioner Casey moved seconded by Commissioner Kuhn to adjourn the Open Session at 8:26 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

Mary Jean Coulson
Board President

Charles T. Balling
Board Secretary

Approved this 15th day of January, 2015

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