



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
February 25, 2016

1. Roll Call

President William Casey called the meeting to order at 7:00 p.m. and the roll was called.

Commissioners present: William M. Casey, David M. Dillon, Angie G. Katsamakias, Charles J. Kuhn, Daniel B. Peterson, David S. Tosh. *Note: Commissioner Robert J. Patton arrived after the roll was called at 7:05 p.m.*

Commissioners absent: None.

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Michael McCarty, Deputy Executive Director Barbara Cremin, Superintendent of Park and Facility Services James Warnstedt, Superintendent of Special Facilities Lori Lovell, Superintendent of Leisure Services Elsa Fischer, and Recording Secretary Joanne Capaccio. Please refer to the attendance record for visitors.

2. A Moment of Silence was observed

3. Meeting Minutes

a. - f.

Accepted the January 11, 2016 Special Revenue Facilities Committee meeting minutes; accepted the January 14, 2016 Administrative Operations Committee meeting minutes; accepted the January 14, 2016 Finance Committee meeting minutes; accepted the January 14, 2016 Recreation, Museum & Swimming Pools Committee meeting minutes; approved the January 21, 2016 Regular Board meeting minutes and accepted the February 16, 2016 Finance Committee meeting minutes

Commissioner Peterson moved seconded by Commissioner Katsamakias to accept the January 11, 2016 Special Revenue Facilities Committee meeting minutes; accept the January 14, 2016 Administrative Operations Committee meeting minutes; accept the January 14, 2016 Finance Committee meeting minutes; accept the January 14, 2016 Recreation, Museum & Swimming Pools Committee meeting minutes; approve the January 21, 2016 Regular Board meeting minutes and accept the February 16, 2016 Finance Committee meeting minutes. Roll Call Vote: Ayes: Dillon, Katsamakias, Kuhn, Peterson, Tosh, Casey. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Presentations/Recognitions

a. 2015 IAPD/IPRA/Glenview Park District Community Service Award: Stephanie Arkus

Each year the Park District presents the Illinois Association of Park Districts and Illinois Park and Recreation Association Community Service Award to honor those who

go above and beyond in assisting the Glenview Park District and the community. President Casey, on behalf of the entire Board, presented this award to Glenview resident Stephanie Arkus. Stephanie was recognized for her passionate dedication and leadership in supporting the sport of hockey in our community and for promoting the reputation of the Glenview Stars and Glenview Hockey throughout the country. Stephanie thanked the Board and noted what an honor it has been for her to serve the community and its youth. (A copy of Stephanie's accomplishments read by Board President Bill Casey is filed herewith).

5. Officers' Reports

a. President

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

b. Treasurer

The District's financial reports were included in the board packet; therefore a verbal report was not given by the Treasurer. Board members did not request any additional information from the Treasurer.

c. Attorney

Attorney Sam Witwer had no report for the Board, but did thank Commissioner Peterson for relaying some important information regarding required Board rules and procedures that he had learned from attending the annual IAPD/IPRA Conference.

d. Secretary/Executive Director

i) Staff Announcements

Executive Director Mike McCarty announced that Superintendent of Administrative Operations, Barb Cremin, has a new title: Deputy Executive Director. Barb has served under three Executive Directors, is key to developing vision and strategy for the district and manages and oversees compliance issues. He noted this title change is well deserved and acknowledged the tremendous help Barb has been to him during his first year at the Park District.

Mike also announced the new Director of Recreation, Amy Watson who was promoted from Assistant Director of Recreation. He was happy to report that there were two strong, internal candidates as finalists for this position, which speaks to the talented leadership we have here at the Park District.

Mike reluctantly announced the resignation of Administrative Assistant, Cheryl Noll who is moving to Arizona with her family. Cheryl has worked for the park district for almost nine years and currently supports two Superintendents. She will be missed by all but is wished the very best. Cheryl's last day will be March 4.

Mike reported that six local legislators and over 40 local Park District Directors and Commissioners attended the February 22 Illinois Association of Park District's Legislative Breakfast that was hosted by the Park District at The Grove. This event was a great opportunity to hear about what has been the focus of legislators in Springfield as well as the good governance being done at our local park districts.

The Director also noted 'Spring Fling' will be held at the Glenview Park Golf

Course next Saturday, March 5. This will be the first opportunity for golfers to break out their clubs and brush up for the season!

6. Matters from the Public

None

7. Approved Accounts Payable

Commissioner Kuhn moved seconded by Commissioner Peterson to approve payroll and accounts payable for the month of January, 2016 in the amount of \$1,762,325.74. Roll Call Vote: Ayes: Katsamakakis, Kuhn, Patton, Peterson, Tosh, Dillon, Casey. Nays: None. Motion Carried.

8. Approved Consent Agenda Items

President Casey asked if anyone would like any items removed from the Consent Agenda for further discussion. There were a few questions asked related to the Consent agenda but no request to remove any items. After a short discussion, President Casey asked for a motion to approve the Consent Agenda items.

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

a. Accepted the Finance Committee recommendation to approve the 2016/2017 Capital Replacement Fund Items.

Each year the Board approves the list of potential capital replacement items which is used to develop the capital replacement fund budget. Staff annually reviews the items in the capital replacement program to validate and update their useful life and cost. If there is reason to believe that the item may need to be replaced during the year, it is included on the list. Prior to making the actual purchase however, staff will once again evaluate whether the purchase is necessary in the current year.

b. Accepted a Recreation, Museum & Swimming Pools Committee recommendation to approve the low bid for the Splash Landings roof replacement from A-1 Roofing, Elk Grove Village, IL in the amount of \$475,700 and to reject all of the HVAC bids at this time. (The HVAC project will be rebid at a later date).

Commissioner Kuhn asked if the \$33,000 specified in the contract for contingencies could ever increase. Superintendent Elsa Fischer clarified that all bidders had to incorporate that contingency amount into their bids. The \$33,000 is included in the total contract amount of \$475,700; so it will not increase. Any additional costs necessitated once the project begins would be addressed through change orders.

c. Accepted a Recreation, Museum & Swimming Pools Committee recommendation to approve extending the agreement with Melrose Pyrotechnics for the 2016 Fireworks Show.

The show will be increased to 26 minutes and will include larger shells (6 inch). An RFP for future fire work shows will be prepared in the fall. Commissioner Kuhn asked if the Glenview Park District should be the final authority in the event the Fireworks would need to be canceled; the contract states the Glenview Fire Department has that

authority. Attorney Witwer noted the ultimate authority related to safety should rest with the host Village, which is the most qualified. Director McCarty also noted the permit for the fireworks, which dictates this line of authority, is taken out through the Village.

d. Accepted a Recreation, Museum & Swimming Pools Committee recommendation to approve the rental of Schram Memorial Chapel to the Bethel Christian Church on a short-term basis (2-4 months).

Per the Glenview Park District Facility and Equipment Use Policy, authorization to rent any facility more than 6 times in an 8-week period for political meetings or religious services must be approved by the Board of Park Commissioners.

e. Accepted a Recreation, Museum & Swimming Pools Committee recommendation to approve the Owner and Consultant agreement for the Splash Landings roof replacement project from C.E. Crowley for consulting fees not to exceed an amount of \$24,321.00.

As part of the Splash Landings Roof replacement project, the District has engaged with C.E. Crowley & Associates, Inc. to provide project coordination and consulting services.

9. Committees Reports and Recommendations

a. Finance

i) Committee Update

Committee Chair Peterson reported that the Committee discussed the Capital Replacement Fund Items list, which was approved tonight on the Consent Agenda. He noted even though this list was approved, when any item comes up for replacement, it will again need to be approved. Dan noted the Committee will also take another look at the district's Lightning Detection system since bids came in way over what was budgeted for this replacement.

b. Recreation, Museum and Swimming Pools

i) Grove Program and Management Plan

Committee Chair Tosh noted the Grove Program and Management Plan will be updated to reflect the many projects and programs that have developed over the past 15 years. The plan will be done in three phases: A National Historical Landmark Survey; The Program and Management Policy and a Visual Master Plan.

ii) July 4th Update

Chair Tosh noted 6" shells will be used for this year's fireworks display and the show will last 26 minutes.

iii) Glenview Naval Air Station museum

Chair Tosh affirmed that discussions are continuing with the local group who is proposing this museum. Commissioner Kuhn would like the Park District to tell the Bring It Home citizens group and the Hangar One Foundation what we can do to help them secure this museum.

iv) Making More Parks More Dog Friendly

Chair Tosh noted sidewalks and paths around the perimeter of certain parks could be used to make them dog friendly. Superintendent Jim Warnstedt said some residents from the east side of town have requested a dog park. To address this request, consideration to make Judy Beck Park, Cunliff Park, Cole Park and Manor Park more dog friendly will be discussed at the next Park & Facility Services Committee. The Park District's Parks Use Policy will also need to be updated to reflect any changes.

v) Committee Update

No Report

Note: Commissioners Dave Dillon and Charlie Kuhn left the meeting at 7:20 p.m.

10. Matters from Commissioners

Commissioner Dave Tosh wanted to recognize Glenview Lantern reporter Neil Milbert who is a regular attendee at the monthly Board meetings. Neil had a featured article in Chicagoly Magazine on the Legacy of Bob Pulford, former Blackhawks coach. Among Neil's many awards throughout his 40 years as a Chicago Tribune writer, he was a member of a reporting team that earned a Pulitzer Prize in 2000. Dave wanted Neil to know how much the Board appreciates him and his coverage of the Park District.

Commissioner Tosh also recognized Rick at the Fitness Center for all his efforts in keeping the fitness equipment up and running for our patrons. Dave noted how fortunate we are to have such talented staff here at the district and also complimented the skilled workmanship being done on the Roosevelt Fieldhouse renovation by our Parks staff.

President Casey noted six GTAC swimmers will be competing in State finals this weekend, hoping to break school records. Also this weekend, GTAC club members (25-30) will be going to regional states to compete. He stated what a pleasure it was to host the Legislative Breakfast at The Grove this week even though not much was reported to be happening in Springfield.

11. Correspondence

a. **Salvation Army/Angel Tree Program**

Director McCarty read a thank you letter from the Evanston Salvation Army to Ice Center staff for their partnership and participation in the 2015 Salvation Army Angel Tree program. The program provided gifts for over 700 local children which affected almost 400 families.

Director McCarty thanked Commissioner Peterson for sharing information and the handouts from sessions he attended at the annual conference. Copies of each were available on the counter for Board members.

12. Adjourned to Executive Session—Pursuant to 5 ILCS 120/2 et seq. to discuss Minutes (Sub-section c21); Litigation (c11); Personnel (c1)

Commissioner Patton moved seconded by Commissioner Peterson to adjourn to Executive Session pursuant to 5 ILCS 120/2 et seq. at 7:30 p.m. to discuss Minutes (Sub-section c21);

Litigation (c11) and Personnel (c1). Roll Call Vote: Ayes: Patton, Peterson, Tosh, Katsamakias, Casey. Nays: None. Motion Carried.

After a short pause, the Executive Session convened at 7:35 p.m.

Commissioner Peterson moved seconded by Commissioner Patton to adjourn the Executive Session and move back into Open Session at 7:50 p.m. On Voice Vote; all present voted Aye. Motion Carried.

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

Approved the Executive Session meeting minutes from the January 21, 2016 Executive Session Board Meeting. The executive session minutes will remain confidential pursuant to 5 ILCS 120/2.06 Ch. 102, par. 42.06 (f).

Commissioner Patton moved seconded by Commissioner Peterson to approve the Executive Session meeting minutes from the January 21, 2016 Executive Session Board Meeting. On Voice Vote; all present voted Aye. Motion Carried.

14. Adjourn

Commissioner Katsamakias moved seconded by Commissioner Tosh to adjourn the Open Session at 7:51 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

William M. Casey
Board President

Michael D. McCarty
Board Secretary

Approved this 24th day of March, 2016