



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
March 24, 2016

1. Roll Call

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

Commissioners present: William M. Casey, David M. Dillon, Charles J. Kuhn, Robert J. Patton, Daniel B. Peterson, David S. Tosh.

Commissioners absent: Angie G. Katsamakias

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Michael McCarty, Deputy Executive Director Barbara Cremin, Superintendent of Special Facilities Lori Lovell and Park Planner Ken Wexler. Please refer to the attendance record for visitors.

Official Staff absent: Superintendent of Park & Facility Services James Warnstedt, Superintendent of Leisure Services Elsa Fischer and Recording Secretary Joanne Capaccio

2. A Moment of Silence was observed

President Bill Casey acknowledged the recent passing of Commissioner Angie Katsamakias's father, Peter Gountanis. He extended the Board's condolences to the entire Katsamakias family. Bill mentioned the Park District's tree donation policy, which he would like to see revived and suggested that a tree be planted in remembrance of Angie's father near Hawthorn Glen where he lived. He also extended this memorial acknowledgement to any other Commissioner who has recently lost a family member. President Casey would like to see this practice set as standard going forward and the other Commissioners concurred.

3. Meeting Minutes

a. - d.

Accepted the February 17, 2016 Recreation, Museum & Swimming Pools Committee meeting minutes; approved the February 25, 2016 Regular Board meeting minutes; accepted the March 11, 2016 Park & Facility Services/Environmental Committee meeting minutes, and accepted the March 16, 2016 Administrative Operations Committee meeting minutes.

Commissioner Kuhn moved seconded by Commissioner Peterson to accept the February 17, 2016 Recreation, Museum & Swimming Pools Committee meeting minutes; approve the February 25, 2016 Regular Board meeting minutes; accept the March 11, 2016 Park & Facility Services/Environmental Committee meeting minutes, and accepted the March 16, 2016 Administrative Operations Committee meeting minutes. Roll Call Vote: Ayes: Dillon, Kuhn, Patton, 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: Laura Sears**
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 Laura Sears for being a dedicated former employee of The Grove and for her many hours of volunteering at its various programs and events. Laura spoke about the personal attention she received as an intern at the Grove and how her experiences there were a spring board to her career in museums and her current position at Cantigny Park. She spoke of the Grove as being “family”. Steve Swanson, Director of The Grove acknowledged the dedication of Laura and the many volunteers that assist The Grove. He noted there was over 13,000 volunteer hours logged in just over the last year. (A copy of Laura’s accomplishments read by Board President Bill Casey is filed herewith). The Grove Archivist Elizabeth Kopp distributed copies of her new book “Buildings of the Grove” to the Board members.

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.
- d. **Secretary/Executive Director**
 - i) **Government Finance Officers Association(GFOA): Awarded GPD Certificate of Achievement for Excellence in Financial Reporting**
Executive Director Michael McCarty announced that for the ninth year in a row, the Park District has been informed that GFOA will present this award to the District. He congratulated Finance Committee Chair Commissioner Peterson and committee members, Commissioners Dave Dillon and Charlie Kuhn as well as Treasurer Bill Moore and staff members Barb Cremin & Nicole Hopkins, who work as a team with all our division heads and managers to keep our finances in good order. He acknowledged the due diligence done by all members of the Finance Committee and the countless hours spent on reviewing the district’s funds and investments. This Certificate was awarded to the Glenview Park District for its Comprehensive Annual Financial Report for the Fiscal Year ended April 30, 2015. As noted by GFOA, the Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. Commissioner Bob Patton reiterated the hard work and time commitment of being on the Finance Committee and applauded the members for their efforts.

6. Matters from the Public

None

7. Approved Accounts Payable

Commissioner Kuhn moved seconded by Commissioner Patton to approve payroll and accounts payable for the month of February, 2016 in the amount of \$1,820,509.33. Roll Call Vote: Ayes: 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 no requests. President Casey then asked for a motion to approve the Consent Agenda items.

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

a. **Approved Ordinance 2016-03: Liquidation of Personal Property.**

This is a housekeeping item to sell unneeded Park District equipment.

b. **Accepted a Park & Facility Services/Environmental Committee recommendation to update Policy 4.10 Use of Parks: Section (4.10:11) Animals in the Parks, to allow on leash and on pathway dog walking at selected parks.**

c. **Accepted a Park & Facility Services/Environmental Committee recommendation to approve the bid from Elanar Construction, Chicago, IL in the amount of \$26,188 for the Cunliff Tennis Court Perimeter Drainage project.**

d. **Accepted a Recreation, Museum & Swimming Pools Committee recommendation to approve the Summer T-shirt, Uniform, Bag and Apparel bids from the following companies with the lowest responsible bids: Roselynn Fashions; Sportsdecals Inc.; Sunburst Sportswear; Arena Sports USA, and Marathon Sportswear totaling \$23,930.17.**

The bid opening took place on Friday, March 4, 2016 with eight companies submitting bids. The bid for Aquatic Apparel in the amount of \$5,555.50 was rejected since the bidders did not provide samples of shirts or colors as requested.

e. **Accepted a Park & Facility Services/Environmental Committee recommendation to approve the bid from Elanar Construction, Chicago, IL in the amount of \$28,480.00 for the installation of shade structures over the dugouts on the east baseball field at Westbrook.**

f. **Accepted a Park & Facility Services/Environmental Committee recommendation to approve the bid from Continental Construction, Evanston, IL in the amount of \$73,960.00.**

This project consists of installing new pavers at Johns Fieldhouse and the Roosevelt Pool building; installation of new concrete walks at Johns and Willow Parks, and installation of a limestone path at Gallery Park for access to the boat launch.

- g. Accepted a Park & Facility Services/Environmental Committee recommendation to approve the bid from Elanar Construction, Chicago, IL in the amount of \$55,147.50 to remove and replace the rubber surfacing at Little Bear Garden.
- h. Accepted a Park & Facility Services/Environmental Committee recommendation to approve the bid from Elanar Construction, Chicago, IL in the amount of \$178,691.00 for landscaping at the Park & Facility Services East site as well as replacement of trees lost to the Emerald Ash Borer at various parks.
- i. Accepted a Recreation, Museum & Swimming Pools Committee recommendation to approve the bid from Utility Dynamics in the amount of \$38,700 for The Grove Solar Lighting Project.
- j. Accepted a Recreation, Museum & Swimming Pools Committee recommendation to approve the updated East Wing Senior Center By-Laws.
- k. Accepted an Administrative Operations Committee recommendation to approve the Professional Services Agreement with Caravel Marketing, Inc., Bainbridge Island, WA, for consulting services to maximize sponsorship potential for the District in the amount of \$54,300.
- l. Accepted a Park & Facility Services/Environmental Committee recommendation to approve the bid from 10-S Court Surface, Lake Forest, IL in the amount of \$153,288.00 for repair and color-coating of the basketball and tennis courts at Cunliff, Flick, Hawthorne Glen, Johns, Judy Beck, Ladendorf, Manor, Roosevelt and Swenson Parks.

9. Committees Reports and Recommendations

a. Administrative Operations

i) Committee Update

Deputy Executive Director Barb Cremin reported that the Committee discussed the Professional Services Agreement with Caravel Marketing, Inc., that was approved by the Board on the consent agenda tonight. Caravel Marketing will be valuing the assets of the Park District in order to produce a vigorous sponsorship program which will begin May 1.

b. Park & Facility Services/Environmental

Park Planner Ken Wexler gave updates on the following projects:

i) Park & Facility Services East Garage Budget Update

Ken reported that the interior of the building is complete enough to allow staff to occupy. He noted the project is under budget and an Open House is planned for May 14, 2016.

ii) Westbrook and Apollo Backstop Project Update

Ken noted that both of these fields are scheduled for backstop replacements. Staff is looking at new options for Apollo and will bring back to Committee in April.

Commissioner Kuhn wants the District #63 school agreement revisited now that it is up for renewal and for staff to determine if the use of the fields at Apollo School and the use of the gymnasium at Washington School warrant renewing the agreement. He said Glenview Youth Baseball is the biggest user of the fields and their enrollment has dropped significantly since 2010. Also, we now have the Community Park West fields and Flick Park field, which we didn't have back when this agreement was considered. Director McCarty said all usage and other information pertinent to assessing the merits of this agreement will be given to the Committee for their review. Commissioner Bob Patton wants to be sure that the agreement is equitable.

iii) Fieldhouse Renovation Schedule

Ken noted that the Roosevelt Fieldhouse renovations should be completed in April. The Cole Park Fieldhouse has had some unexpected site work due to a large number of rocks. A structural analysis will be done before proceeding.

iv) Synnestvedt Arboretum at Flick Park

Ken reported that spring planting will start in the next six weeks. Also, there will be a Ribbon Cutting which is scheduled for May 14, 2016 at 9:00 a.m. The Glenview Park Foundation will hold their meeting right before the event.

v) Fitness Zone Event

The fitness equipment was donated by Doris Conant who will be on hand for a Ribbon Cutting scheduled for May 12, 2016 at 10:30 a.m. in Gallery Park. Demonstrations of the equipment will be done by fitness staff members. The Seniors from the Senior Center will be invited to attend. Also attending will be representatives from The Trust for Public Land which coordinated the donation with Ms. Conant's foundation.

vi) Spring Park Tour

Staff will be contacting the Board to coordinate a date that works best for the majority to tour the parks that have upcoming projects planned. This may need to be schedule as an early summer tour in June.

vii) Committee Update

c. **Recreation, Museum and Swimming Pools**

i) Committee Update

Committee Chair Commissioner Tosh noted that The Grove lighting bid was \$16,000 under budget. Also, he reported that the East Wing bylaws were updated to include combining Executive and Advisory meetings into one, having the ability for an executive board member to request to go into Executive Session, having board terms for two years and only paid senior center members will have first access to attend field trips. The Seniors would also like to transfer funds from their fundraising account into their transportation fund twice this year in order to purchase a new bus. Staff did not recommend the lowest bidder on the aquatics apparel because that vendor did not have the color needed so that all staff would have same color shirts. The final cost was only \$50 higher than the lowest bid.

10. Matters from Commissioners

President Casey announced that former GTAC swimmer, Olivia Smoliga, who is now a junior at the University of Georgia has continued to place in various competitions. She recently swam to an NCAA record in the women’s 50-yard free at the 2016 NCAA Division I Women’s Championships. She moved to sixth all time in the event’s history with a 21.46 relay leadoff and moved all the way up to second with a 21.21 to win the sprint free and set the NCAA mark. The swim broke the 2009 record of 21.27.

11. Correspondence

None

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

Commissioner Dillon moved seconded by Commissioner Peterson to adjourn to Executive Session pursuant to 5 ILCS 120/2 et seq. at 7:34 p.m. to discuss Minutes (Sub-section c21); and Personnel (c1). Roll Call Vote: Ayes: Patton, Peterson, Tosh, Dillon, Kuhn, Casey. Nays: None. Motion Carried.

After a short pause, the Executive Session convened at 7:40 p.m.

Commissioner Kuhn moved seconded by Commissioner Patton to adjourn the Executive Session and move back into Open Session at 8:52 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 February 25, 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 Tosh to approve the Executive Session meeting minutes from the February 25, 2016 Executive Session Board Meeting. On Voice Vote; all present voted Aye. Motion Carried.

14. Adjourn

Commissioner Peterson moved seconded by Commissioner Dillon to adjourn the Open Session at 8:53 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

William M. Casey
Board President

Michael D. McCarty
Board Secretary

Approved this 28th day of April, 2016