



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
September 25, 2014

1. Roll Call

President Mary Jean Coulson called the meeting to order at 7:02 p.m. and the roll was called.

Commissioners present: William M. Casey, Charles J. Kuhn, Daniel B. Peterson, David S. Tosh, Mary Jean Coulson. Commissioner Ted M. Przybylo arrived after the Roll was called at 7:08 p.m.

Commissioners absent: Robert J. Patton

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. Minutes

a. @Acceptance of the August 25, 2014 Finance Committee meeting minutes

Commissioner Casey moved seconded by Commissioner Peterson to approve the August 25, 2014 Finance Committee meeting minutes. Roll Call Vote: Ayes: Casey, Kuhn, Peterson, Tosh, Coulson. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

b. @Approval of the August 28, 2014 Regular Board meeting minutes

Commissioner Peterson moved seconded by Commissioner Casey to approve the August 28, 2014 Regular Board meeting minutes. Roll Call Vote: Ayes: Kuhn, Peterson, Tosh, Casey, Coulson. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

c. @Acceptance of the September 9, 2014 Special Revenue Facilities Committee meeting minutes

Commissioner Peterson moved seconded by Commissioner Kuhn to accept the September 9, 2014 Special Revenue Facilities meeting minutes. Roll Call Vote: Ayes: Peterson, Tosh, Casey, Kuhn, Coulson. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

d. **@Acceptance of the September 11, 2014 Administrative Operations Committee of the Whole meeting minutes**

Commissioner Peterson moved seconded by Commissioner Casey to accept the September 11, 2014 Administrative Operations Committee of the Whole meeting minutes. Roll Call Vote: Ayes: Peterson, Tosh, Casey, Kuhn, Coulson. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Officers' Reports

a. **President**

President MJ 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 7 large invoices for the month: NuToys Leisure Products, Park District Risk Management Agency (PDRMA), Cecchin Plumbing & Heating, Inc., Wadsworth Golf Construction, Elanar Construction, Direct Energy Business and Trees "R" Us, Inc.

c. **Attorney**

No Report

d. **Executive Director/Secretary**

i) **@Approval of 2015 Fourth of July Fireworks Citizen's Committee Report**

Recommendation for July 4, 2015 Fireworks Location

Director Chuck Balling noted the impressive work that has been done so far on the Glenview Park Golf Course renovation project. Many board members and residents were at the course right before the start of this meeting getting a tour of the progress.

Chuck went on to introduce Deputy Village Manager, Don Owen, who gave a brief update on the process that the 2015 Fourth of July Fireworks Citizen's Committee went through to determine the best location to hold the 2015 fireworks display. Since the Glenview Park Golf Course renovation will not be completed before July 4, 2015, an alternate location needed to be determined. Don applauded the Park District for the open communications and comprehensive process put in place to gather public input on this decision. He noted the committee consisted of 16 members who were very well representative of the entire community. They looked at three potential sites: Glenbrook South High School; Community Park West and Gallery Park. With safety being a main consideration along with access and parking, the majority of the Committee (12 votes) chose Gallery Park. Don noted if the Park Board concurs with this recommendation tonight, he will present this choice to the Village Board for their consideration. Commissioner Casey was very pleased with the diverse demographics of the Committee members. President Coulson expressed her appreciation for the great collaborative effort of all those involved in this process.

Commissioner Przybylo moved seconded by Commissioner Tosh to concur with the 2015 Fourth of July Fireworks Citizen's Committee Recommendation Report to hold the July 4, 2015 Fireworks Display at Gallery Park and to move forward with

the formal application and permitting process with the Village of Glenview. Roll Call Vote: Ayes: Przybylo, Tosh, Casey, Kuhn, Peterson, Coulson. Nays: None. Motion Carried.

ii) IAPD/IPRA Community Service Award Nominations

Director Balling reminded the Board about these annual Community Service Awards that honor those in the community who go above and beyond to help and/or volunteer for the Glenview Park District. He suggested two names for nomination this year: David Kassner (Glenview Park Foundation President) and Jeanne Even (Senior Center President). The Board was encouraged to submit other nominees for consideration to the Director.

5. Matters from the Public

None

6. @Approval of Accounts Payable

Commissioner Kuhn moved seconded by Commissioner Przybylo to approve payroll and accounts payable for the month of August, 2014 in the amount of \$3,327,790.93. Roll Call Vote: Ayes: Tosh, Casey, Kuhn, Peterson, Przybylo, Coulson. Nays: None. Motion Carried.

7. Committees Reports and Recommendations

a. Finance

- i) @Accepted the Finance Committee recommendation to accept the not to exceed estimated tax levy of \$16,242,170 as presented.

Commissioner Peterson noted three topics were discussed at the Committee meeting. The first was the estimated tax levy which was read into the minutes by Commissioner Peterson. The final tax levy ordinance to fund operations for the 2015-2016 fiscal year will be submitted to the Park Board for approval in November. The estimated levy reflects an increase of \$133,672 over last year's extension. This is an increase of approximately .85%, exclusive of new growth, and is less than the CPI of 1.5%.

Commissioner Peterson moved to accept the Finance Committee recommendation to accept the not to exceed estimated tax levy of \$16,242,170 as presented. Roll Call Vote: Ayes: Casey, Kuhn, Peterson, Przybylo, Tosh, Coulson. Nays: None. Motion Carried.

- ii) @Accepted the Finance Committee recommendation to proceed with the sale of the Series 2014B bonds to Glenview State Bank, provided that the rate is favorable. The second topic discussed was the annual roll-over bond. The Park District is planning to sell a 1-year bond issue to raise funds to pay the 12/1/14 debt service payment on the Series 2006 alternate bonds. The Bond issue will be for approximately \$1,375,000. The approval of the Bond Ordinance will take place at the October 23rd Board meeting.

Commissioner Peterson moved to accept the Finance Committee recommendation to proceed with the sale of the Series 2014B bonds to Glenview State Bank, provided that the rate is favorable. Roll Call Vote: Ayes: Kuhn, Peterson, Przybylo, Tosh, Casey, Coulson. Nays: None. Motion Carried.

Commissioner Peterson noted that the Committee also reviewed the monthly financial statements and all variances looked good.

- iii) Committee Update
No Report

b. Special Revenue Facilities

- i) @Accepted the Special Revenue Facilities Committee recommendation to move forward with developing renovation plans for the Glenview Park Golf Clubhouse. Commissioner Przybylo reported the Committee discussed the possible renovation of the Golf Clubhouse. Staff will retain the Interior Design Firm of Mary Cook & Associates (who designed the Glenview Prairie Club) WB Olson and Architect Dan Nicholas - BSB Design Inc. The proposed renovations may be done in two phases with the lobby, bar and community areas being considered in Phase I. The second phase would include the Pro Shop, locker rooms and the outside porch area. Staff will also be meeting with Open Kitchens, Inc., who operates the Café, to see if they would like to contribute some funding for these renovations. Commissioners felt it was a good time to do these upgrades with the golf course being closed and also as a nice recognition of the members for all their patience and loyalty. The Clubhouse was constructed in 1962 and the last time it was renovated was in 1992.

Commissioner Przybylo moved to accept the Special Revenue Facilities Committee recommendation to move forward with developing renovation plans for the Glenview Park Golf Clubhouse. Roll Call Vote: Ayes: Peterson, Przybylo, Tosh, Casey, Kuhn, Coulson. Nays: None. Motion Carried.

- ii) Update on Proposed Additional Sheet of Ice
Commissioner Przybylo noted two consultants met with the Committee. Jim Maland from Stantec reported that some of the water retention and parking issues were not as significant as previously thought. Jim King (Ballard*King and Associates) gave a positive market report on ice recreational sports. Jim Weides, Ice Center Manager, and his staff were recognized by Mr. King as one of the best ice rink management teams in the country. Superintendent Cheryl Deom reported a follow-up meeting with the Committee will take place on Monday, September 29 to get Board direction on the next steps. Cheryl will also be sending out some additional information to the Committee from the Glenview Stars Hockey Association (financial reports, current fund balance, and five-year registration totals/number of Glenview residents and outside Glenview ice time purchases). She will also get relative numbers from the Glenview house hockey league.

- iii) Committee Update
No Report

8. Staff Reports

Superintendent of Park and Facility Services, Jim Warnstedt, gave a brief update on the Village's Cunliff Park Stormwater management project. He noted the construction fencing is up and some trees as well as the old playground have been removed. The Village anticipates a July 1 completion date. Also, the Indian Trail Fieldhouse renovations, which

are being done in-house, should be completed before November 4(Election Day). Staff is also working on the renovation of the 2320 Glenview Road building. In order to save some costs, staff has decided to re-glaze the existing windows instead of replacing them. Jim also noted that staff is working with engineers to replace the Sleepy Hollow Bridge. This bridge was recently closed due to major corrosion issues and safety concerns. Bids should go out for this project in late October with the bridge replacement completed by spring of 2015. Funding for this bridge will come from the Capital Repairs & Replacement Fund. Costs could range between \$150,000-\$175,000. Lastly, Flick Park Soccer Field renovations are almost complete; grass is taking root and games should begin soon.

Superintendent of Special Facilities, Cheryl Deom, reported five paddle ball teams are currently playing nightly at the Glenview Prairie Club; with all teams filled to capacity. Staff is working on finishing up some capital projects on the courts before winter. Cheryl expressed her enthusiasm for how well the golf course project is going and complimented Bob Quill on his leadership of that project.

Superintendent of Administrative Operations, Barb Cremin, reported staff is currently working on several operational issues, i.e., outside credit card capabilities at Wagner Farm and Wi-Fi access for Flight Fest sales. She noted that Henry Urbina (Risk Manager) has been taking the new Village fire inspectors on tours of our park district facilities to familiarize them with our operations. Barb also acknowledged that the Marketing Manager position is close to being filled.

Superintendent of Leisure Services, Bob Quill, commented on the tours of the Golf Course renovation project that took place this evening and noted about 60 people came out for them. He said most seemed very pleased with what they saw. Commissioner Kuhn complimented Bob on the great job he did as tour guide. Bob did however report that the project is about 3.5 weeks behind schedule. He feels that the next stages of work should start moving along quickly with most of it to be completed by Oct 25. Some of the areas will have dormant seeding, which will be ready to produce come spring. Bob estimated that 65,000 cubic yards (20,000 truckloads) of dirt have been moved so far with a cost savings of \$195,000 realized by keeping the dirt onsite and not having to transport additional dirt to the site. Also, an additional 4,970,000 gallons of water (equal to 13.5 Flick Pools) will now be held on the course to help with stormwater management. Bob noted that over 4,000 views of the golf course renovations have been logged on the website, so the public interest on this project is very good. Commissioner Tosh asked that Rick Wilson (Golf Course Superintendent) and his crew be told how much their hard work on this golf renovation project is appreciated by the Board.

Bob also announced that Flight Fest is this weekend and hopes are high for a very successful first-time event. Wagner Farm also hosted “Smoke, Smores and Squares” last weekend, and even with the dreary weather, there were still over 800 in attendance. Also coming up is Grove Fest which is scheduled for the first weekend in October along with “Build your Own Scarecrow” at Wagner Farm. Bob commented that many recent adult social events at The Grove have been very well received.

9. Matters from Commissioners

Commissioner Dan Peterson has heard a lot of good buzz on Flight Fest and is looking forward to it.

Commissioner Charlie Kuhn is happy that the 2320 Glenview Road building is being preserved and renovated for park district use.

Commissioner Bill Casey would like to have available annual financial reports from all youth sports groups.

10. Correspondence

Director Balling noted the Grove Heritage Association video that was produced on The Grove (*Grow Your Memory of the Grove*) is now accessible for viewing on the Park District website and Facebook.

11. Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (Sub-section c21), Land Acquisition/Lease (c5 & c6); Personnel (c1)

Commissioner Casey moved seconded by Commissioner Tosh to move to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:15 p.m. to discuss Minutes (Sub-section c21), Land Acquisition/Lease (c5 & c6) and Personnel (c1). Roll Call Vote: Ayes: Peterson, Przybylo, Tosh, Casey, Kuhn, Coulson. Nays: None. Motion Carried.

After a short break, the Executive Session convened at 8:24 p.m.

Commissioner Peterson moved seconded by Commissioner Kuhn to adjourn the executive session and move back into Open Session at 9:20 p.m. Roll Call Vote: Ayes: Peterson, Przybylo, Tosh, Casey, Kuhn, Coulson. Nays: None. Motion Carried.

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

None

13. Adjourn

Commissioner Casey moved seconded by Commissioner Kuhn to adjourn the Open Session at 9:20 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

Mary Jean Coulson
Board President

Charles T. Balling
Board Secretary

Approved this 23rd day of October, 2014

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