



GLENVIEW PARK DISTRICT
BOARD MEETING
@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025
Regular Meeting Minutes
July 24, 2014

1. Roll Call

Vice President Ted Przybylo called the meeting to order at 7:10 p.m. and the roll was called.

Commissioners present: William M. Casey, Robert J. Patton, David S. Tosh,
Ted M. Przybylo

Commissioners absent: Mary Jean Coulson, Charles J. Kuhn, Daniel B. Peterson

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

(a.b.c.e.f.) @Approved the June 26, 2014 FY2014/2015 Budget and Appropriations Ordinance public meeting minutes; June 26, 2014 Regular Board meeting minutes; June 30, 2014 Park and Facility Services East Neighborhood Input Meeting/Park & Facility Services/Environmental Committee Public meeting minutes; July 14, 2014 Administrative Operations Committee meeting minutes and the July 17, 2014 Parks & Facility Services/Environmental Committee meeting minutes

Commissioner Casey moved seconded by Commissioner Patton to approve the June 26, 2014 FY2014/2015 Budget and Appropriations Ordinance public meeting minutes; June 26, 2014 Regular Board meeting minutes; June 30, 2014 Park and Facility Services East Neighborhood Input Meeting/Park & Facility Services/Environmental Committee Public meeting minutes; July 14, 2014 Administrative Operations Committee meeting minutes and the July 17, 2014 Parks & Facility Services/Environmental Committee meeting minutes. Roll Call Vote: Ayes: Casey, Patton, Tosh, Przybylo. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

d. @Approved the July 9, 2014 Combined Finance/Special Revenue Facilities Committee meeting minutes as revised

Commissioner Casey moved seconded by Commissioner Patton to approve the July 9, 2014 Combined Finance/Special Revenue Facilities Committee meeting minutes as revised. Roll Call Vote: Ayes: Patton, Tosh, Casey, Przybylo. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. Officers' Reports

a. **President**

Vice President Przybylo went over the procedures for the public to address the Board.

b. **Treasurer**

Treasurer Bill Moore gave a brief summary of expenses and revenues for the month. He reported that (9) \$248, 000 CDs (Certificates of Deposit) were renewed and purchased at an average interest rate of .50%. Also, there were four large invoices for the month: Direct Fitness Solutions, Elanar Construction, Northern Suburban Special Recreation Association (NSSRA) and Park District Risk Management Agency (Insurance).

c. **Attorney**

No Report from Attorney Sam Witwer

d. **Executive Director/Secretary**

No Report from Director Chuck Balling

5. Matters from the Public

None

6. @Consideration to approve Accounts Payable

Commissioner Casey moved seconded by Commissioner Patton to approve payroll and accounts payable for the month of June, 2014 in the amount of \$2,429,360.40. Roll Call Vote: Ayes: Patton, Tosh, Casey, Przybylo. Nays: None. Motion Carried.

7. @Consideration to approve Consent Agenda items

Vice President Przybylo 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, Tosh, Casey, Przybylo. Nays: None. Motion Carried. (Copy of supporting information filed herewith and explained below).

a. **Approved the AT Group Amendment for Program Management/Owner's Representatives Services for the Glenview Park & Facility Services East Project in the amount of \$27,000**

The Park Board approved \$260,216 for the Construction Drawing phase of the project awarded to Dewberry Architects during the May Board meeting, but since the A/T Group works for the District and not Dewberry, separate approval was needed for the Program Management/Owners Representative Services agreement letter. This reduces the Dewberry contract budget to a not to exceed \$233,216.

b. **Accepted the Administrative Operations Committee recommendation to reclassify the head swimming coach for the Glenview Junior Titan Aquatic Club (GTAC) to a PT-4 (Part-time up to 40 hours) position.**

The GTAC program is in its 50th year and is one of the Park District's longest running and most successful programs.

- c. **Accepted the Park and Facility Services/Environmental Committee recommendation to approve the purchase of the Burke Tot play equipment in the amount of \$45,000.00 from Howard L. White & Associates, Buffalo Grove, IL, and the Little Tykes Older Kids play equipment in the amount of \$65,000.00 from Parkreation, Prospects Hts., IL, for the Cunliff Park Playground Renovation Project.**

The committee selected the playground equipment based on feedback from the public meeting held on March 20, 2014.

- d. **Accepted the Park and Facility Services/Environmental Committee recommendation to approve the purchase of a 2013 Smithco Sweep Star Demo Unit in the amount of \$22,500.00 from Burriss Equipment of Waukegan, IL.** This is a drivable, sit down unit that both sweeps and vacuums at the same time. It is used to clear parks of various types of debris. The current 2002 sweeper/vacuum unit is up for capital replacement.

- e. **Approved the purchase of new time clocks to support the new payroll software implementation based on the current number of time clocks in use as the maximum purchase.**

The actual number of clocks that will be needed is still being finalized. The Park District currently has 19 clocks throughout the district. The cost for each clock is \$2,875 for a total maximum cost of \$54,625.

8. Committees Reports and Recommendations

- a. **Administrative Operations** (*Chair Bill Casey, Commissioner MJ Coulson*)

- i) Committee Update
No Report

- b. **Combined Finance/Special Revenue Facilities** (*Chair Dan Peterson, Commissioners Ted Przybylo/Bill Casey*)/(*Chair Ted Przybylo, Commissioners MJ Coulson/Bill Casey*)

- i) Glenview Park Golf Course Renovation Change Orders

Cheryl Deom noted that the next Special Revenue Facilities Committee is tentative for Tuesday, September 2. Vice President Przybylo also noted that he felt the last Committee meeting was very helpful to understanding the project.

Bob Quill explained that the following change orders had all been approved (with the exception of #7) by staff. Change orders 1 through 4 are credits or reductions to the project cost and the agency benefiting is noted to the right of each credit. Change orders 5 and 6 reflect a change of contractors doing the concrete curbing and reflect no net change in the project scope or cost. However, it has since been determined that the number 6 Green will need to be rebuilt due to poor drainage. Bob has approved a change order to redo the green in the amount of \$30,885.00 which is part of the savings realized from reducing the size of the sand traps.

1. Substitute RCP in place of PVC = \$34,700 credit (VoG)
2. Eliminate haul off of 7,000cy of fill - \$123,370 credit (VoG)
3. Reduce bunker sf including liner and drainage = \$99,366.22 credit (GPD)
4. Remove 14,460sf of lake bank erosion control = \$15,616.80 credit (VoG)

5. Eliminate concrete curbing = \$78,900 credit (GPD)
6. Add concrete curbing = \$78,900 add (GPD)
7. Rebuild #6 Green = \$30,885.00

ii) Golf Cart Path Materials Recommendation

Bob Quill noted that after much research, the use of decomposed granite is being recommended for the cart paths in certain designated areas even though there are some drawbacks and Porous Pave (for the 7th hole). The Board concurred with this recommendation. Bob announced that weekly aerial photos/videos of the golf course construction project will begin to be posted on the Park District website beginning Friday.

iii) Committee Update

None

c. **Park & Facility Services/Environmental** (*Chair Charlie Kuhn, Commissioner Dave Tosh*)

i) Jackman Park Renovation: Foundation Planting, Saturday August 2, 10:00 a.m. Superintendent Jim Warnstedt announced that the Glenview Park Foundation is scheduled to do some planting around the seating plaza the morning of August 2. The hope is to have the park ready to open shortly after that, depending on the weather.

ii) Flick Park Soccer Field Renovation Update

Jim reported that 90% of the irrigation is complete, with the pump going in next week. The top drainage has also begun and should be finished along with the sod placement by the end of the first week of August. The fields should be ready for the start of the fall soccer season. Jim also noted the drainage project on the great lawn at Gallery Park has also been completed and the turf is growing in well.

iii) Parks Master Planning

Jim explained that staff will bring this strategic issue to the upcoming Strategic Planning Advisory Committee meetings in early August. The Parks Master Plan would serve as a road map for the District, specifically addressing maintenance and stewardship, future investment in parks and facilities, and potential land acquisition, while ensuring the most efficient use of tax dollars. The Master Plan would be good for ten years. Direct Balling explained that the State of Illinois closely looks at a park district's Master Plan when considering grant funding.

iv) Committee Update

None

9. Staff Reports

Superintendent of Special Facilities, Cheryl Deom, reported that staff had met onsite Monday with the Ice Center consultants and will also meet this coming Monday with the Village to review plans and engineering for the location of the potential additional sheet of ice at the Ice Center. Also, interviews to fill the open Glenview Prairie Club manager position are ongoing

and staff is working on the Strategic Planning issues for the upcoming Strategic Plan Advisory Committee meetings.

Superintendent of Administrative Operations, Barb Cremin reported the upcoming Strategic Plan Advisory Committee meetings are confirmed for Monday, August 4th and Wednesday, August 6th. Meetings will start at 6:00 p.m. at the Park Center Lakeview room C. Bill Attea will facilitate the meetings and staff will present the issues to the SPAC. The resource books for these meetings will go out to the Board next week.

Superintendent of Park and Facility Services, Jim Warnstedt, reported that the Park Center parking lot repairs have begun. Milling will begin on July 29 in the center of the lot and move toward the west. Staff felt this was a good time to do the work with the annual shut down of the Fitness Center and Splash Landings.

Superintendent of Leisure Services Bob Quill gave a brief update on the Glenview Park Golf Course renovation. He noted the project is still on track to be completed by the end of October 2015, weather dependent. The parking lot storm sewers will go in first, but the lot itself won't be re-leveled until the first few weeks in November.

10. Matters from Commissioners

Commissioner Bill Casey remarked that he may not be available for the upcoming Strategic Plan Advisory Committee meetings due to his work schedule.

Commissioner Bob Patton recently visited Flick Pool with his family and had a great time. He complimented staff on their focused attention to all present.

Commissioner Dave Tosh commended interns Rosie Fasching and Mary Liz Jayne for all their help with the concerts in the park.

Director Balling acknowledged the great crowds recently attending the Wednesday night Bearfoot Park Concerts. He also reminded the Board about the upcoming Grove Heritage Associations' fundraiser Dr. John's BBQ on August 24 at the Grove as well as Youth Services fundraiser comedy "Stand up for Youth" on September 19 at Valley Lo and encourage all to attend. The Director will be on vacation next week and Bob Quill will be the acting director.

11. Correspondence

None

12. Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (Sub-section c21)

No Executive Session was held.

13. @ Approved the June 26, 2014, Park Board Executive Session Meeting Minutes

Vice President Przybylo asked if there needed to be any discussion on the Executive Session minutes. Since there was none, there was no need to enter into Executive Session and the June 26, 2014 Park Board Executive Session minutes were approved in open session; however, they will remain confidential pursuant to 5 ILCS 120/2.06 Ch. 102, par. 42.06 (f).

Commissioner Casey moved seconded by Commissioner Patton to approve the June 26, 2014 Park Board Executive Session meeting minutes. Roll Call Vote: Ayes: Tosh, Casey, Patton, Przybylo. Nays: None. Motion Carried.

14. Adjourn

Commissioner Casey moved seconded by Commissioner Patton to adjourn the Open Session at 7:42 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

Mary Jean Coulson
Board President

Charles T. Balling
Board Secretary

Approved this 28th day of August, 2014

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