



GLENVIEW PARK DISTRICT  
BOARD MEETING  
@ Park Center  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
April 23, 2015

**1. Roll Call**

President Mary Jean Coulson called the meeting to order at 7:03 p.m. and the roll was called.

Commissioners present: William M. Casey, Daniel B. Peterson, Ted M. Przybylo, David S. Tosh and Mary Jean Coulson. Arriving after the Roll Call was taken: Commissioner Robert J. Patton at 7:10 p.m.

Commissioners absent: Charles J. Kuhn

Official Staff present: Attorney Samuel W. Witwer, Jr., Treasurer William D. Moore, Executive Director/Secretary Michael McCarty, Superintendent of Administrative Operations Barbara Cremin, Superintendent of Special Facilities Cheryl Deom, Superintendent of Leisure Services Robert Quill, Superintendent of Park & Facility Services James Warnstedt and Recording Secretary Joanne Capaccio. Please refer to the attendance record for visitors.

**2. A Moment of Silence was observed**

President Coulson asked to remember both Commissioner Patton's mother and Superintendent Jim Warnstedt's grandmother who recently passed.

**3. Minutes**

**a.-c. Accepted the March 24, 2015 Park & Facility Services/Environmental Committee meeting minutes; approved the March 26, 2015 Regular Board meeting minutes; accepted the April 8, 2015 Finance Committee of the Whole meeting minutes.**

Commissioner Casey moved seconded by Commissioner Peterson to accept the March 24, 2015 Park & Facility Services/Environmental Committee meeting minutes, approve the March 26, 2015 Regular Board meeting minutes and accept the April 8, 2015 Finance Committee of the Whole meeting minutes. Roll Call Vote: Ayes: Casey, Peterson, Przybylo, Tosh, Coulson. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**4. Presentations/Recognitions**

**a. Welcome New Executive Director Mike McCarty**

President Coulson introduced and welcomed the new Park District's Executive Director Michael McCarty along with his family to the Park District and Glenview community. She noted he has already brought his leadership skills, experience, and personality to the district. The Board is confident Mike will be able to take the Park District to the next level and maintain its high standards. Director McCarty's first day

was April 6.

**b. 2014 IAPD/IPRA/Glenview Park District Community Service Award: David Kassner**

Each year the Park District presents the Illinois Park and Recreation Association Community Service Award to honor volunteers or organizations that go above and beyond in assisting the Glenview Park District and their community. David Kassner was recognized for his leadership on the Glenview Park Foundation as its Vice President and President from 2011 through 2015 and for his dedication to promoting and growing the Annual 3v3 Summer Soccer Fest tournament. (See attached comments from Board President MJ Coulson). Mr. Kassner noted it was an honor to serve with the many volunteers and staff in such a great community. He recognized that these accomplishments are a true team effort and looks forward to the years ahead.

**c. Approved Resolution No. 2015-11: Honoring the Outstanding Dedication and Service of Outgoing Park Board Commissioner Mary Jean Coulson (April 2003-April 2015)**

Commissioner Przybylo moved seconded by Commissioner Casey to approve Resolution: 2015-11: Honoring the Outstanding Dedication and Service of Outgoing Park Board Commissioner Mary Jean Coulson (April 2003-April 2015). Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Tosh, Casey, Coulson. Nays: None. Motion Carried. (Copy of Resolution filed herewith).

Vice President Przybylo read Resolution No. 2015-11 honoring President Coulson's service which included two-one year terms as Park Board President and hundreds of hours attending numerous Park Board Committee meetings and public hearings. Some of the many accomplishments during her terms in office (12 years) were: the completion of the final phase of Community Park West and the Community Bark West Dog Park; expansion of the Park Center Health and Fitness facility; construction of the Wagner Farm Heritage Center and the Glenview Prairie Club Golf and Paddle Tennis facility at the former Glenview National 9, and major renovations at the Glenview Ice Center and the historic Park District Administration Building. And, while serving as Board President, Mary Jean Coulson led the park district through a time of transition, playing a pivotal role in the recruitment of the new executive director, Michael McCarty.

Director McCarty then presented President Coulson with a refurbished wooden park bench on behalf of the Board and Park District staff. He also presented her with some gifts for her service as Board President; a crystal gavel and a photo memory book of Park District special events, programs and facilities.

Commissioner Casey thanked MJ for her leadership and all she has brought to the Board which he noted has made him not only a better board member but also a better individual. He also thanked MJ's family.

President Coulson thanked her family who were in attendance, for all their support over the years. She reminisced on how her kids grew up during this time and how wonderful it was to experience that along with being involved in the community. She

thanked all the staff and noted what an incredible journey she has had. “This has been one of the most incredible experiences of my life and will always be a highlight because of the people that I met, the wonderful talented people that actually execute on everything we talk about.” She is grateful to the commitment the community puts forth to make the park district such an extraordinary organization.

Commissioner Przybylo praised MJ especially for her leadership at the 2013 Board Retreat. He noted he was honored and will be forever grateful for being able to serve on the Board with her.

Commissioner Patton noted what a great mentor MJ is and how she always brings consensus building to the Board. He thanked her and expressed how much she will be missed.

Commissioner Peterson thanked MJ and noted how much joy, passion and enthusiasm she had brought to her role as a board member.

d. **Approved Resolution No. 2015-12: Honoring the Outstanding Dedication and Service of Outgoing Park Board Commissioner Ted Przybylo (April 2003-April 2015)**

Commissioner Coulson moved seconded by Commissioner Casey to approve Resolution: 2015-12: Honoring the Outstanding Dedication and Service of Outgoing Park Board Commissioner Ted Przybylo (April 2003-April 2015) Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Tosh, Casey, Coulson. Nays: None. Motion Carried. (Copy of Resolution filed herewith).

President Coulson read Resolution No. 2015-12 honoring Vice President Przybylo’s 12 years of service to the community as a board member which included one term as Park Board President, three terms as Park Board Vice President and hundreds of hours attending numerous Park Board Committee meetings and public hearings. Ted’s leadership and participation on the Finance Committee resulted in successfully developing strategies for financing the construction and/or renovation of park district facilities, refinancing District bonds to save taxpayers hundreds of thousands of dollars, obtaining Moody’s Aaa bond rating, and achieving Certificates of Achievements in Financial Reporting from the Government Finance Officers Association and maintaining the District’s strong financial position even during one of the worst economic downturns in recent history. Ted also took a leadership role on the successful “YES for Pools” referendum campaign to replace the aging outdoor pools at Flick and Roosevelt Parks with state-of-the art, award-winning aquatics complexes which vastly enriched recreation opportunities for the residents of the Glenview Park District.

Staff presented Vice President Przybylo with a refurbished original pool chair from the first Roosevelt Pool on behalf of the Board and Park District staff for all his work on the Pool Referendum.

Commissioner Casey recalled election night when the Pool Referendum was passed and how thrilled Ted was with the results that he hugged everyone at the gathering.

Bill thanked Ted for all his efforts on the Referendum and noted that over the past 12 years they have shared many great moments and have become good friends.

President Coulson remembers the election night when she, Ted and Bill were first elected to the Board and how they have got to know each other over the past 12 years. She remarked on Ted's many skills, talents and wealth of knowledge and how he has brought all of that to his role as Commissioner. She is grateful for his efforts and thanked him for all he has done.

Commissioner Tosh thanked both MJ and Ted for their patience with him as a new Board member and noted what an inspiration they have been to him.

Commissioner Patton expressed his admiration of Ted for always put the taxpayer first and making sure their tax dollars were being spent appropriately. Bob also admires Ted for being an independent thinker; he will also miss his sense of humor. He hopes they can keep in touch.

Commissioner Peterson also hopes they can stay in touch and enjoyed partnering with Ted on the Board.

Commissioner Przybylo also received a photo memory book which included Park District events, programs, new and renovated facilities and the people who took part in these memories over the past 12 years. He was very appreciative and thanked Cheryl Noll for creating the book. Ted also noted how honored, proud and grateful he is to have been able to serve the Glenview community and be a voice for its many constituents. He is proud to have served with many dedicated Commissioners over the years who always focused on the needs and wants of the residents. He feels the Glenview Park District is a shining star among government agencies in northern Illinois because of the tremendous work of the Board and staff. He is grateful to have worked with all the staff members and also with both Treasurer Bill Moore and Attorney Sam Witwer. He recognized them for their dedication and for all they have done over the years.

e. **Approved Resolution No. 2015-13: Recognition of Superintendent of Special Facilities Cheryl Deom on her retirement: May 1, 2015**

President Coulson moved seconded by Commissioner Tosh to approve Resolution No. 2015-13: Recognizing Superintendent of Special Facilities Cheryl Deom on her retirement: May 1, 2015. Roll Call Vote: Ayes: Peterson, Przybylo, Tosh, Casey, Patton, Coulson. Nays: None. Motion Carried. (Copy of Resolution filed herewith).

President Coulson read Resolution No. 2015-13 which honors Cheryl L. Deom for her contributions to the Glenview Park District while serving as an employee in several capacities from June 1976 through April 2015. Cheryl began her career as a Recreation Supervisor and through her dedication, performance and passion for the field of parks and recreation and the community of Glenview, was promoted three times over the years ending her career as Superintendent of Special Facilities. Among her many accomplishments, Cheryl led the effort to renovate the Glenview Ice Center in 1998 resulting in an updated lobby, expanded office facilities and increased space in the studio rink and again in 2006 where she directed the total replacement of all

mechanical systems. She acted as the project manager in the complete renovation of the Glenview Tennis Club, updating all user spaces and expanding the lobby and offices, and under her guidance the original construction of the Glenview National Nine golf course and subsequent construction of the Prairie Club facility, including the addition of Platform Tennis were developed. Cheryl has also played a leadership role in the ongoing major renovation of the Glenview Park Golf Club, including the 18 hole course and the clubhouse which will result in a more playable and useable facility while addressing area storm water issues. And in 2015, Cheryl was awarded the 2014 Robert Artz Lifetime Achievement Award by the Illinois Park and Recreation Association which is the top recognition for distinguished parks and recreation service in the state.

Cheryl thanked everyone and acknowledged that it has been her complete honor to serve the district for so many years and to be a part of its great programs and projects. She is grateful to have worked with such talented board members and staff who care so much about the community and who all understand the greater goal of serving our residents. Cheryl is a life-long Glenview resident and after 39 years with the Park District is thankful for all the support and opportunities she has been given. She remarked "It's been a great ride!"

Commissioner Casey congratulated Cheryl on her long, illustrious career and commented that she has done a lot for the community and it is appreciated.

Commissioner Tosh has known Cheryl since she was 12 years old and thanked her for all she has done for the Park District.

President Coulson expressed her appreciation for all Cheryl has done for the community and noted what a wonderful difference she has made through her mentoring efforts of park district interns. She will miss Cheryl's kind and welcoming manner along with her wealth of experience.

Commissioner Patton acknowledged that sometimes he has probably inadvertently crossed the line when it comes to his Board member duties and meddled a little, probably most often with Cheryl. However, she always took it graciously and he really appreciated that. He enjoyed working with Cheryl and told her that she will be missed.

Commissioner Przybylo noted it was a pleasure to serve on Cheryl's Special Revenue Facilities Committee all these years. Her passion and dedication has always shown through and she has brought the facilities programming and services into the 21st century. He remarked that her legacy will live on.

Commissioner Peterson also thanked Cheryl.

Former Executive Director Chuck Balling thanked both President Coulson and Vice President Przybylo for their outstanding leadership over the past 12 years. He commented on the importance of the board's support and the passion they provide that really drives all of the staff to do their best. He also noted what an honor and pleasure it was to have worked with Cheryl Deom over the past nine years. He extolled her talents and dedication and commented on what an amazing park and recreation

professional she is. He congratulated everyone and thanked the Board for letting him speak.

## **5. Officers' Reports**

### **a. President**

President 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 six large invoices for the month: Mary Cook Associates, Direct Energy Business, PDRMA, Playpower Limited Farmington Inc., Sub-Surface Underground Construction, and Howard L. White and Associates, Inc.

### **c. Attorney**

Attorney Witwer reported that the Park District should receive the deed on Friday for the transfer of land (approximately 8 acres) from Weekley Homes to The Grove. He noted this is another wonderful accomplishment among many that have transpired during the Board terms of both President Coulson's and Vice President Przybylo.

### **d. Executive Director/Secretary**

#### **i) Director's First 30 Days**

Director Mike McCarty thanked the Board and staff for the warm welcome both he and his family have received since moving to Glenview. Mike reported that one of his first goals as the new Executive Director was to begin building both internal and external relationships. He began by holding an all staff meeting during his second week. He got to meet all the staff members and they got to meet him as he shared his background, what motivates him and conveyed what type of leader they could expect. Mike has also met many key members of the community by attending the Glenview Values Committee, afternoon and Sunrise Rotary meetings and his first NSSRA Board meeting. Mike also reported that one of his goals was to become familiar with key District operations, resources and their status and he has done that by reviewing budgets, the strategic plan, construction projects, and district goals. Mike also noted that the recruitment and selection process for the two Superintendents positions has begun with preliminary interviews being held with both internal and external candidates.

#### **ii) April 7, 2015 Unofficial Election Results**

Director McCarty congratulated Dave Dillon, Bill Casey and Angie Katsamakias for receiving the most votes in the April 7, 2015 Election for Park Board Commissioner which will be certified on April 28. These three Commissioners-elect will be sworn in at the May 28, 2015 Board meeting. Mike also thanked Thomas McNichols and Jen Roberts who were also on the ballot for Park Board Commissioner and for all their efforts to run for public office.

## **6. Matters from the Public**

None

## **7. Approved Accounts Payable**

Commissioner Przybylo moved seconded by Commissioner Tosh to approve payroll and accounts payable for the month of March, 2015 in the amount of \$2,110,427.94. Roll Call

Vote: Ayes: Przybylo, Tosh, Casey, Patton, Peterson, Coulson. Nays: None. Motion Carried.

## **8. Approved the Consent Agenda Items**

President Coulson asked if there was a motion to approve the Consent Agenda items.

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

a. **Approved the bid from Mary Cook and Associates, Chicago, IL, in the amount of \$104,221.07 for clubhouse furniture at the Glenview Park Golf Club**

The budgeted amount for this portion of the renovation project at the Golf Club totaled \$100,000. First round bids came in much higher than that so Staff altered specifications and rebid the project. There was only one bid submitted before the rebid deadline of April 16, 2015 and that was Mary Cook and Associates, who is also the designer for the project.

b. **Accepted a Staff recommendation to approve the low bid from Elanar Construction, Chicago, IL, in the amount of \$77,797.50 for the purchase and installation of trees, shrubs and other plant materials as part of the Glenview Park Golf Club renovation project.**

Bids were opened on April 9, 2015 at 10:00 a.m. A total of seven firms submitted qualified bids with Elanar Construction being the lowest responsible bidder.

c. **Accepted a Staff recommendation to approve the low bid package of \$242,329 from Reinders, Inc., Franklin Park, IL for the purchase of golf course maintenance equipment that had reached the end of its useful life at the Glenview Park Golf Club and Prairie Club.**

The equipment scheduled to be replaced includes; four walking greens mowers, one trim mower, one utility vehicle, and one sprayer for the Glenview Park Golf Club along with two utility vehicles and one sprayer for the Prairie Club. Bids were publicly opened on April 14, 2015 at 10:00 a.m. and Reinders Inc. successfully met bid specifications for all 10 pieces of equipment and is the overall low bidder of the complete bid package.

## **9. Committees Reports and Recommendations**

a. **Finance**

i) Approved the 2015/2016 Glenview Park District Budget

Commissioner Peterson moved seconded by Commissioner Casey to approve the 2015/2016 Glenview Park District Budget. Roll Call Vote: Ayes: Casey, Patton, Peterson, Przybylo, Tosh, Coulson. Nays: None. Motion Carried.

Commissioner Peterson, who is the Chair of the Finance Committee, explained that the budget of \$39,240,063 presented to the Park Board was \$60,000 higher than the original budget presented to the Finance Committee of the Whole at their April 8th meeting. It included the following revisions requested by the Finance Committee of the Whole: the addition of \$60,000 to the Flick Arboretum project and recording the

expenses and the funding source for the tuition reimbursement program to the General and Administrative Fund (Fund 10). Of the overall budget of \$39,240,063, \$23,989,572 is for operations, \$10,523,549 is for capital expenditures and \$4,726,942 is for debt service payments. Operating expenses are increasing by 6.3% over 2014/2015 projected expenditures, primarily due to the partial re-opening of the Glenview Park Golf Course and filling staffing vacancies from the prior year. The budget shows total revenue of \$34,534,903, total expenses of \$39,240,063 and the planned use of \$4,705,160 of reserves accumulated in prior years primarily for the purpose of funding the capital projects. Tax revenue is 45.5% of the total budgeted revenue. The most significant capital expenditures are for the completion of the GPGC renovation and drainage project, an interior renovation of the GPGC clubhouse, replacement of the Dectron de-humidification unit at Splash Landings, construction of the Roosevelt Street Park Services facility, resurfacing Johns Park parking lot, expansion of the Grove archive building, roof repairs at Splash Landings, replacement of the Sleepy Hollow bridge and renovation of the Cole Park and Roosevelt field houses. Commissioner Peterson clarified that the reserves are still at a healthy level. Barb Cremin also noted that all fund balances are in their appropriate ranges. President Coulson thanked the Board and Staff for all their work on the development of the Budget.

- ii) Committee Update  
No Report

**b. Recreation, Museum & Swimming Pools**

- i) Committee Update  
Commissioner Tosh reported that the Recreation, Museum & Swimming Pools and Youth Sports Task Force Joint Committee met on Friday, April 17 and briefly discussed the Glenview Youth Baseball (GYB) Fall League program. The Committee plans to meet with GYB in early May to discuss the program further. The other topic of discussion was the 2015 Sports Field Rental annual recommendations proposed amendment.

**10. Staff Reports**

Superintendent of Park and Facility Services, Jim Warnstedt reported that the new Sleepy Hollow Bridge should be installed in about three weeks. This should be a one-day installation process. Shoreline stabilization and bank work to remediate erosion will also take place and the sidewalks leading up to the bridge will be looked at for ADA (Americans with Disabilities Act) compliance. Jim also noted that the Cunliff Park stormwater project is moving along. Harms Road has now been blocked to install the underground storm pipe. The generator building is almost complete and the pumping station foundation should be backfilled soon. Once the backfill is complete the construction of the playground can begin. That should be in about two weeks. Completion of the entire project is anticipated for mid-July. The Fire department has vacated their temporary location at the Park Facility East site. Both the trailer and temporary garage have been removed. Construction fencing will go up and demolition should begin next week in preparation of the new facility to be built.

Superintendent of Special Facilities, Cheryl Deom reported a meeting was held with the project's architectural firm Stantec and Ice Center stakeholders on April 9 to discuss the upcoming Ice Center project. The project will look at providing better access to and enlarging the locker rooms with the possibility to add additional locker rooms near the

Studio Rink. Also, the lobby area and restrooms will be updated and new domestic water will be brought in. The architects did a walk through with staff and then met with Glenbrook South Hockey, The Glenview Stars and the Glenview Blades. The meeting was very productive with a lot of good input. The Project should start in May 2016.

Superintendent of Administrative Operations, Barb Cremin reported that staff is now working on performance evaluations and finishing up projects. On behalf of the staff, Barb thanked outgoing President and Commissioner Coulson for sharing her knowledge of organizational development and training and her ongoing support of staff. Barb also thanked outgoing Commissioner Przybylo for his many years of leadership and support on the Finance Committee and expressed her appreciation for his ongoing confidence and recognition of the accounting staff throughout the years.

Superintendent of Leisure Services, Bob Quill reported the straw mat protecting the fairways at the Golf Course has now been removed and all fairways have germinated. He acknowledged that there is still along way to go on this project before completion so no opening date has been determined. He did note that asbestos was found during the clubhouse remodel, so a change order was made for its removal. The demolition is now complete so the clubhouse renovations will begin and should be completed by July 3. Bob also reported that with the new location of Gallery Park for the July 4 Fireworks, staff is preparing for the new program. They met with the fireworks company and looked at the safety zones and no issues were identified. Staff is also looking at the possibility of a rain date and what that will involve in costs, staffing and Village resources. With the fireworks moving to Gallery Park, Commissioner Przybylo asked if there will be multiple launch areas. Bob explained that the fireworks will be launched from a larger area than was used at the golf course and will be further away from the crowds but the fireworks will be more spread out in the sky. The mortars will not be larger because the Fourth of July Committee was promised that the show would be comparable to the shows at the Golf Course. Because the logistics are different than in past years, the Staff's main focus this year is to make this Fourth of July celebration safe for all to enjoy. The July 4th Parade will again kickoff on Lehigh Avenue.

## **11. Matters from Commissioners**

Commissioner Ted Przybylo is happy that the Flick Park Arboretum will be getting a facelift and \$60,000 is targeted toward this effort. He expressed his best wishes to Bob Quill on his upcoming retirement. He noted Bob has always done a great job and that it has been a pleasure working with him. Ted also welcomed Mike McCarty to the Park District and agrees with President Coulson that Mike will take the district to the next level and will have a great time doing it.

Both President Coulson and Vice President Przybylo thanked Executive Assistant Joanne Capaccio for all her help throughout their terms especially with the overall preparation for the Board meetings.

## **12. Correspondence**

Director McCarty noted the IAPD Legislative Reception and Conference in Springfield is scheduled for April 28 and 29. It is a great venue to get together with local legislators to discuss topics that are important to the district. Mike noted that he along with staff members and Commissioners will be attending.

### **13. Election of President and Vice-President**

President Coulson moved seconded by Commissioner Casey to accept the President's recommendation to appoint Bob Patton as President Pro Tem until the election of the new Board President and Vice President at the May 28, 2015 reconvened meeting that commences the 2015/2016 Fiscal Year. On Voice Vote, all present voted aye. Motion Carried.

President Coulson explained that since the current President and Vice President will be going off the Board and this being their last meeting along with the transitions of new Commissioners coming on Board, she recommended appointing Commissioner Bob Patton as President Pro Tem until the election of the new Board President and Vice President at the May 28, 2015 reconvened meeting. This appointment will avoid any gap in presiding officers during the transition of Board members and until the Board approves the next President and Vice President.

### **14. Adjourn to Executive Session—Pursuant to 5 ILCS 120/2 et seq. possible topics on Minutes (sub-section c21)**

No Executive Session

### **15. Approved Semi-Annual Review of Executive Session minutes**

Attorney Witwer asked to make a correction on his memorandum which summarized his review of Executive Session meeting minutes through February 26, 2015 before Board approval. He requested moving executive session minutes related to Personnel Evaluations which were listed under "Newly Released Subject" to be listed under "Retained Confidential".

Commissioner Casey moved seconded by Commissioner Patton approve the semi-annual review of Executive Session minutes. The Board finds that the need for confidentiality still exists as to the minutes and recordings not being released. Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Tosh, Casey, Coulson. Nays: None. Motion Carried.

### **16. Approved the disposal of verbatim recordings of fully released Executive Session meeting minutes dated prior to September 2013**

Commissioner Przybylo moved seconded by Commissioner Peterson to approve the disposal of verbatim recordings of fully released Executive Session meeting minutes dated prior to September 2013. Roll Call Vote: Ayes: Patton, Peterson, Przybylo, Tosh, Casey, Coulson. Nays: None. Motion Carried.

### **17. Adjourn**

Commissioner Peterson moved seconded by Commissioner Casey to adjourn the Open Session at 8:35 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

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Robert J. Patton  
Board President Pro Tem

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Michael D. McCarty  
Board Secretary

Approved this 28th day of May, 2015

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