



GLENVIEW PARK DISTRICT PARK BOARD MEETING

@ Park Center
2400 Chestnut Avenue
Glenview, IL 60025

Regular Meeting Minutes May 28, 2015

1. Roll Call

President Pro Tem Bob Patton called the meeting to order at 7:00 p.m. and the roll was called.

Commissioners present: William M. Casey, Charles J. Kuhn, Dave Tosh, Bob Patton.
Commissioner Daniel B. Peterson arrived after the Roll was called at 7:02 p.m.

Commissioners absent: None

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

Official Staff absent: Superintendent of Leisure Services Robert Quill

2. A Moment of Silence was observed

3. Minutes

a.-e. Accepted the April 17, 2015 Recreation, Museum & Swimming Pools and Youth Sports Task Force Joint Committee meeting minutes; approved the April 23, 2015 Regular Board meeting minutes; Accepted the May 7, 2015 Recreation, Museum & Swimming Pools and Youth Sports Task Force Joint Committee meeting minutes; accepted the May 19, 2015 Finance Committee meeting minutes, and accepted the May 19, 2015 Special Revenue Facilities Committee meeting minutes.

Commissioner Casey moved seconded by Commissioner Kuhn to accept the April 17, 2015 Recreation, Museum & Swimming Pools and Youth Sports Task Force Joint Committee meeting minutes; approve the April 23, 2015 Regular Board meeting minutes; accept the May 7, 2015 Recreation, Museum & Swimming Pools and Youth Sports Task Force Joint Committee meeting minutes; accept the May 19, 2015 Finance Committee meeting minutes, and accept the May 19, 2015 Special Revenue Facilities Committee meeting minutes. Roll Call Vote: Ayes: Casey, Kuhn, Peterson, Tosh, Patton. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

4. **Recognition of the Cook County Official Certificate of Results for the April 7, 2015 Consolidated Election**

Director Mike McCarty noted the official Certification from the Cook County Clerk, having completed a canvass of all votes cast for three Glenview Park District Commissioner six-year terms in the April 7, 2015 election has certified the attached vote totals. The results confirm the election of Dave Dillon, William Casey and Angie Katsamakias as Glenview Park District Commissioners.

5. **Administer Oath of Office – David Dillon, William Casey, Angie Katsamakias**

Board Secretary/Executive Director McCarty, who is also the local election official for the Park District, administered the oath of office to David Dillon, William Casey and Angie Katsamakias. Board members welcomed Dave and re-welcomed Angie back to the Board and congratulated all three Commissioners on their election. Bill Casey begins his third term as Park Board Commissioner.

6. **Officers' Reports**

a. **President**

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

b. **Treasurer**

Treasurer Bill Moore only gave a brief summary of the month's financials since the fiscal year was coming to a close. He reported there were three large invoices for the month: Dewberry Architects, Inc., W.B. Olson, Inc., and PDRMA (Insurance).

c. **Attorney**

Attorney Witwer noted some legal descriptions of the eight acres of land next to The Grove being donated by the Weekley Homes development to the Glenview Park District need to be revised before the land can officially be turned over to the Park District. He believes these are just housekeeping items that will be completed soon.

d. **Secretary/ Executive Director**

i) **Annual Planning Calendar**

Director Mike McCarty referred to the Annual Planning calendar which outlines the Park District's various tasks, filings, and legal requirements that need to be completed during each fiscal year. He noted a Board Retreat is tentatively scheduled for September.

Mike also commented that his second month as Executive Director has been very rewarding as he has become more familiar with the community and district operations. He noted the new Superintendent of Leisure Services, Elsa Fischer, will begin on June 8 and hopes to soon announce the new Superintendent of Special Facilities. He commended all the staff and volunteers for their efforts on the various events that recently took place at the Park District: the Dance Recital, Baconfest, and the Annual Ice Show. These are just a sample of the variety of quality offerings we have here at the Park District. He also acknowledged staff's efforts in opening Roosevelt Pool for the season and encouraged everyone to get out to the pool and "Experience It" with their family and friends.

7. **Matters from the Public**

None

8. **@Approved Accounts Payable**

President Patton moved seconded by Commissioner Peterson to approve payroll and accounts payable for the month of April, 2015 in the amount of \$1,968,058.19. Roll Call Vote: Ayes: Katsamakakis, Kuhn, Peterson, Tosh, Casey, Patton. Nays: None. Abstain: Dillon. Motion Carried.

9. **@Approved Consent Agenda items**

President Patton asked if anyone would like to remove an item from the Consent Agenda for further discussion. Commissioner Kuhn inquired about items 9.b (Custodial Services Contract Extension) and 9.c. (Renewal of the Intergovernmental Agreement for Use of Wagner Farm by NSSED Students).

Commissioner Kuhn asked why the Tennis Club was not included in the Municipal Partnering Initiative for the Custodial Services. Interim Superintendent Dave Woolf explained that special equipment and skills are needed for the cleaning of the tennis courts so a specialized company is used.

Commissioner Kuhn also asked if the Park District and NSSED (Northern Suburban Special Education District) should be additionally insured on the annual renewal of the Intergovernmental Agreement for use of Wagner Farm by NSSED students. Attorney Witwer said he would look into Commissioner Kuhn's request but feels the Board could still consider approval of the agreement at this time and modifications could subsequently be included if needed.

Commissioner Katsamakakis moved seconded by Commissioner Peterson to approve the Consent Agenda with attorney modifications to item 9.c. to address adding additionally insured parties to the agreement if needed. Roll Call Vote: Ayes: Katsamakakis, Kuhn, Peterson, Tosh, Casey, Patton. Nays: None. Abstain: Dillon. Motion Carried. (Copy of supporting information filed herewith and explained below).

- a. **Approved the Budget and Appropriation Transfer Ordinance No. 2015-14.** This is presented annually to the Park Board and is a housekeeping item. The Transfer Ordinance is the vehicle for re-allocating appropriated funds from one line item in the Park District Budget to another.
- b. **Accepted a Special Revenue Facilities Committee recommendation to approve the Custodial Services Contract Extension.** The Committee recommended the contract extension for Advanced Cleaning Systems Inc., of South Barrington, IL for fiscal years 2015-2016 and 2016-2017. The 2015-2016 custodial contract is in the amount of \$203,594. The Glenview Park District has been participating in the Municipal Partnering Initiative (MPI) for the Custodial Services Contract since May of 2012.
- c. **Approved the annual renewal of the Intergovernmental Agreement for Use of Wagner Farm by NSSED Students based on attorney review of Commissioner Kuhn's suggested revisions.** This is a house keeping item.

- d. **Accepted a Special Revenue Facilities Committee recommendation to approve the base bid of \$145,000 from National Heat and Power for the HVAC work at the Glenview Ice Center and the allocation of \$37,000 from Capital Development to fund this project.** Staff recently went out to bid for a new HVAC package for all roof top units except for the upstairs large multipurpose room and kitchen room heating and cooling. The bids were opened at Community Park West Park Services on May 12.

10. Committees Reports and Recommendations

a. Finance

i) Budget and Appropriations Timeline

Finance Chair Dan Peterson noted the Committee recommended approval of the Budget and Appropriations Transfer Ordinance that was just approved by the Board under the Consent Agenda items.

ii) Committee Update

No Report

b. Combined Recreation, Museum & Swimming Pools/Youth Sports Task Force

i) @Glenview Youth Baseball(GYB) Fall League Program

Committee Chair Dave Tosh noted the GYB youth fall league program had some teams comprised of nonresident players and they were not being assessed the proper fees. He noted a waiver is being recommended for this year only to allow the league to continue to play on Park District fields. Commissioner Peterson noted GYB cannot be considered an affiliate organization since the majority of their players in this fall league program are not Glenview residents. He clarified that the waiver being considered is to waive the resident requirement for affiliate organizations this year only; however, the fees are not being waived. Commissioner Katsamakias noted a Memorandum of Understanding with GYB was just revised in 2013 and feels the group should have been aware of their requirements as an affiliate organization.

Commissioner Peterson moved to accept the combined Recreation, Museum & Swimming Pools/Youth Sports Task Force Committee recommendation to allow Glenview Youth Baseball to operate the fall baseball program in 2015 under a one season exemption. Roll Call Vote: Ayes: Kuhn, Peterson, Tosh, Casey, Katsamakias, Patton. Nays: None. Abstain: Dillon. Motion Carried.

ii) Committee Update

No Report

c. Special Revenue Facilities

The following updates were given during discussion of agenda item 12. Staff Reports:

i) Glenview Park Golf Course Update

ii) Glenview Park Golf Clubhouse Update

iii)Glenview Prairie Club Platform Court Heaters Update

iv)Committee Update

No Report

11. Staff Reports

Superintendent of Park & Facility Services, Jim Warnstedt, happily reported that the Sleepy Hollow Bridge has been set. Concrete work should be completed and the bridge opened to the public by Tuesday. Jim also noted the Village's stormwater management project at Cunliff Park keeps progressing nicely and the new playground should be installed within the next couple of weeks. The entire project should be completed by the end of July. The demolition of the Park Facility East garage is almost complete and the basement has been filled in with granular material. There is an underground electrical utility on the east side which is in conflict with the proposed detention. A solution is being discussed with Com Ed. Also, some impacted soil is being analyzed to determine where it can be sent for proper distribution. Jim also reported staff did a presentation to 60 third graders at Washington School on Park District playgrounds and programs. This was our response to a letter we received from one of their students as part of their community government lesson asking how we choose the colors for our playgrounds.

Interim Superintendent of Special Facilities, Dave Woolf, complimented Dorie Cascio and Ice Center staff for putting on a very successful annual Ice Show. They sold 253 more tickets and generated 13% higher revenues than last year. Dave noted the Prairie Club is seeing more golf played, possibly due to the Golf Course renovations with 651 more rounds played than last year. Dave reported a slow time for the Tennis Club right now with group lessons down a bit, however private lessons are up. Dave also noted the in-house men/women paddle league has increased from 64 members last year up to 96 members this year.

Superintendent of Administrative Operations, Barb Cremin, reported staff is busy gearing up for the summer staff coming on board. A lot of training is taking place with annual safety training for pool and camp staff. Barb reported on outdoor pool memberships. She noted 3,817 have been sold compared to 4,113 last year with guest passes almost the same. Staff feels this number will increase as the weather improves. Emails are being sent out weekly to promote the passes and open rates are still good.

On behalf of Superintendent of Leisure Services, Bob Quill who was absent, Director of Golf, Ron Cassidy gave an update on the following: He noted the Prairie Club hosted 400 rounds of golf over the Memorial Day weekend and a Blackhawks road watch will take place on Saturday night. To address Commissioner Patton's question regarding additional alcohol offerings at the Prairie Club, Ron noted staff has not seen a strong request yet but will continue to monitor. Ron reported the golf course grass is growing in nicely. Some of the ruff areas that were used for equipment are being over-seeded and fertilized and a regular mowing schedule has begun. Some irrigation and electric service is being installed. We have had very few neighbor complaints and they have even been monitoring the course for us to make sure no one is using it. The clubhouse renovations are also moving along nicely with most of the dry wall now complete; some priming and painting beginning, most of the ceiling grid installed with several light fixtures; tile set in the rest rooms and mill work in both the Café and the Pro Shop has begun. President Patton asked about what was being done with the paddle court heaters to improve them. Ron noted Nicor Gas is scheduled to set up time to come out to the Prairie Club to upgrade the regulator and gas meter which will improve the pressure and volume to the paddle court heaters. And in response to Commissioner Katsamakakis' inquiry into camp enrollments, Superintendent Barb Cremin noted a camp report will be emailed to all Commissioners.

12. **Matters from Commissioners**

Commissioner Katsamakidis noted she enjoyed the Ice Show and heard great feedback regarding Baconfest.

Commissioner Dan Peterson reported that he noticed the NCAA is using “Experience It Live” aggressively and hopes we continue to assert our trademark rights to “Experience It”.

Commissioner Casey asked about some flooding that has occurred recently in Jackman Park. Jim Warnstedt explained that was due to two clay drainage tiles that collapsed and have since been replaced with PVC.

Bill also mentioned the consolidation of municipalities that is being discussed in Springfield. Park Districts are getting included in those discussions and we will continue to monitor them. He also attended the Ice Show and thought it was great.

Commissioner Dave Dillon expressed how honored he is to be part of the Park Board and is excited about the opportunities to work with the Board on behalf of the community.

Commissioner Dave Tosh welcomed all of the new Commissioners. He asked about the outsourcing of some Park District mowing work. Jim Warnstedt explained that it is because of the large amount of mowing that needs to be done and the east park services facility not being available for equipment.

Commissioner Charlie Kuhn commented that Baconfest and the Ice Show were great. He noted A-Monk’s Sign Company has made a substantial donation to the 4th of July event and feels they should be recognized. Charlie also questioned why NSSSED is being charge for their educational program at Wagner Farm and if that could be discuss at a future Committee meeting.

President Bob Patton enjoyed his first Baconfest and thought the costumes at the Ice Show were great.

13. **Correspondence**

None

14. **@Adjourn Sine Die – Close of 2014/2015 Fiscal Year**

Commissioner Katsamakidis moved seconded by Commissioner Tosh to adjourn sine die and close out Fiscal Year 2014/2015 at 7:45 p.m. Roll Call Vote: Ayes: Peterson, Tosh, Casey, Dillon, Katsamakidis, Kuhn, Patton. Nays: None. Motion Carried.

ATTEST:

Rober J. Patton
Board President Pro Tem

Michael D. McCarty
Board Secretary

Approved this 25th day of June, 2015

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