



**GLENVIEW PARK DISTRICT  
BOARD MEETING**

@ Park Center, Lakeview Room  
2400 Chestnut Avenue  
Glenview, IL 60025  
Regular Meeting Minutes  
April 27, 2017

**1. Roll Call**

President Daniel B. Peterson called the meeting to order at 7:00 p.m. and the roll was called.

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

Commissioners absent: None

Official Staff present: Treasurer William D. Moore, Executive Director/Secretary Michael D. McCarty, Superintendent of Park & Facility Services James Warnstedt, Superintendent of Special Facilities Lori Lovell, Superintendent of Leisure Services Elsa Fischer, and Recording Secretary Joanne Capaccio. Please refer to the attendance record for visitors.

Official Staff absent: None

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

President Peterson remarked that a dear friend of the Glenview Community had passed away and asked that we all might reflect upon how much everyone contributes to and is cherished by our community.

**3. Meeting Minutes**

- a. **Accepted the March 8, 2017 Recreation & Swimming Pools Committee meeting minutes**
- b. **Approved the March 23, 2017 Regular Board meeting minutes**
- c. **Accepted the March 24, 2017 Special Revenue Facilities Committee meeting minutes**
- d. **Approved the April 11, 2017 Finance Committee of the Whole meeting minutes**

Commissioner Katsamakias moved seconded by Commissioner Tosh to accept the March 8, 2017 Recreation & Swimming Pools Committee meeting minutes; approve the March 23, 2017 Regular Board meeting minutes; accept the March 24, 2017 Special Revenue Facilities Committee meeting minutes, and approve the April 11, 2017 Finance Committee of the Whole meeting minutes. Roll Call Vote: Ayes: Casey, Dillon, Katsamakias, Kuhn, Patton, Tosh. Nays: None. Motion Carried. (Copy of minutes filed herewith.)

**4. Presentations/Recognitions**

- a. **Recognition of Outgoing Park Board Commissioner Charlie Kuhn**

President Peterson noted that it is with sadness but much appreciation that we recognize Vice President Charlie Kuhn who has been so generous with his time and

energy in serving our community these last six years. Tonight will be Commissioner Kuhn's last Board meeting and his fellow Commissioners wanted to express their sentiments.

Commissioner Bob Patton noted that Commissioner Kuhn is a dear friend, but he wanted everyone in the community to know how lucky they were to have Charlie represent them. He noted that Charlie always did his homework, came prepared to every meeting, deliberated over every vote he made and always tried to do the right thing for the community even though it may not have always been the easy or popular thing to do. Charlie will be missed and has left a great legacy.

Commissioner Bill Casey echoed Commissioner Patton's comments. He also noted that Charlie along with President Peterson started a trend when they came on board six years ago where Commissioners started to attend monthly Committee meetings and not just the ones they were members of. This helped the Committees vet a lot of information before bringing final recommendations to the full Board. Bill remarked how Charlie always looked out for the taxpayer. He put a lot of time into his Commissioner role and set a high bar for future commissioners.

Commissioner Dave Tosh thanked Charlie for all the help he gave him and all the questions he answered for him when he ran for the Board four years ago. Dave noted how fast these four years have flown by, but he has known Charlie for a long time, he's been a good friend of his and will be a friend forever. Charlie was always looking out for the citizens of Glenview and that is what the Board is all about to be the eyes and ears for the community.

President Peterson thanked Charlie and expressed how much it has meant to him to have served with Charlie on the Board these past six years. He noted that there have been challenges as they tried to do what was best but noted it couldn't have been more rewarding and enjoyable then to have Charlie by his side. President Peterson presented Charlie with a small token of appreciation on behalf of the Board.

Commissioner Kuhn thanked everyone for their kind words. He noted he will leave the Board the same way he came on the Board, humbled and honored and service before self.

## **5. Officers' Reports**

### **a. President**

President Peterson explained 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 Treasurer Moore.

### **c. Secretary/Executive Director**

#### **i) 50th Glenview Civic Awards**

Executive Director Mike McCarty noted that last Friday (April 21) he attended the 50th Glenview Civic Awards where Steve Swanson was recognized for his 38

years of service as the Director of the Grove. Commissioners Casey and Dillon also attended the event along with staff.

ii) NSSRA Shining Stars Banquet

The annual NSSRA (Northern Suburban Special Recreation Association) Shining Stars Banquet was held on Friday, April 21. This annual event showcases the participants, volunteers and staff of NSSRA and the immense positive impact this organization has on all the partner agencies including the Glenview Park District.

Commissioner Dave Tosh attended this event and was amazed by all the staff who work there. He was moved by their passion for what they do.

iii) Illinois Association of Park Districts Legislative Conference

Director McCarty also noted the annual IAPD Legislative Conference will be held on May 3 in Springfield. This is where district leaders can learn about key legislation affecting their communities. He along with some staff will attend the conference. Commissioner Casey will also go down to Springfield to attend a Legislative Committee on which he volunteers as a member.

iv) April 4, 2017 Election Results

*The Election was Certified by the County Clerk on April 25:* The newly elected Commissioners: Daniel B. Peterson and Jen Roberts will be sworn in at the May 25th Park Board meeting.

**6. Matters from the Public**

***Bruce Norton, 2428 Violet Street, Glenview***

*Poor use of Capital Replacement Program Funds/Dead Spots on Gym floor*

Before addressing the Board with his matters, Mr. Norton thanked Commissioner Kuhn for being so welcoming to his family when they first moved to Glenview. Mr. Norton's concerns are related to "dead spots" he has observed on the basketball courts at Park Center. From his research on this matter, he believes this issue was known to staff and the floor contractor before the floors were refinished. He would like to see this issue placed on the Park District's 10-year plan and addressed. He believes existing assets of the district should be handled properly before funds are used for additional capital expenditures.

**7. Approved Accounts Payable**

Commissioner Kuhn moved seconded by Commissioner Casey to approve payroll and accounts payable for the month of March, 2017 in the amount of \$2,316,412.58. Roll Call Vote: Ayes: Dillon, Katsamakakis, Kuhn, Patton, Tosh, Casey. Nays: None. Motion Carried.

**8. Approved Consent Agenda items**

President Peterson asked if any Commissioner would like any items removed from the Consent Agenda for further discussion. There were no requests.

President Peterson then asked for a motion to approve the Consent Agenda.

Commissioner Patton moved seconded by Commissioner Katsamakakis to approve the Consent Agenda. Roll Call Vote: Ayes: Katsamakakis, Kuhn, Patton, Tosh, Casey, Dillon.

Nays: None. Motion Carried. (Copy of supporting information filed herewith and explained below).

- a. **Accepted Ordinance No. 2017-10: Liquidation of Personal Property**  
This is a house keeping item to sell unneeded Park District equipment.
- b. **Accepted a Museums and Historical Preservation Committee recommendation to approved Resolution No. 2017-11: A Resolution regarding the dedication of certain Glenview Park District property as Illinois Nature Preserve and Nature Preserve Buffer to the current Kennicott's Grove Nature Preserve**  
This resolution is a recommendation to add land designation status to the Illinois Nature Preserve at The Grove. The resolution is required by the Illinois Nature Preserve Commission to begin the process of developing the instruments of dedication by its commission.
- c. **Accepted a Museums and Historical Preservation Committee recommendation to approved Resolution No. 2017-12: A Resolution regarding the dedication of Glenview Park District Property as an Illinois Nature Preserve at Kent Fuller Air Station Prairie**  
This resolution is a recommendation to add land designation status to the Illinois Nature Preserve at Kent Fuller Air Station Prairie. The resolution is also required by the Illinois Nature Preserve Commission to begin the process of developing the instruments of dedication by its commission.
- d. **Accepted a Recreation & Swimming Pools Committee recommendation to approve an Agreement on Emergency Use Practices between the Park District and School District #34**  
The Agreement on Emergency Use establishes the formal arrangement of a practice that has been in place for many years that permits the Park District to use Attea Middle School in the case of an emergency at Park Center and for Attea Middle School to use Park Center in the case of an emergency at Attea Middle School.
- e. **Accepted a Recreation and Swimming Pools Committee recommendation to approve the purchase of Fitness Equipment**  
Six new pieces of equipment including 2 Precor AMTs and 4 Precor Ellipticals will be purchased through the National Joint Powers Alliance cooperative purchasing program. The total cost of the purchase is \$32,280.
- f. **Accepted a Staff recommendation to approve the Glenview Youth Baseball (GYB) Agreement Addendum**  
Following Board approval of the revised GYB Memorandum of Understanding in February, a revision to the indemnification clause was requested and added as an addendum.
- g. **Accepted a Recreation and Swimming Pools Committee recommendation to approve a quote from Birdair Inc., Amherst, NY, in the amount of \$65,000 for outdoor pool shades at Flick and Roosevelt pools**  
Staff had exhausted all options for potential competing quotes to replace the shades.

## 9. Committees Reports and Recommendations

### a. Special Revenue Facilities

#### i) Glenview Ice Center Feasibility Study

Superintendent of Special Facilities Lori Lovell explained that an Ice Center Feasibility Study was begun in the fall of 2016 by Williams Architects. The study was to analyze expanding the district's current Ice Center from 1.5 sheets of ice to 2 or 2.5 sheets of ice and what the next steps might be. Lori introduced Andy Dogan from Williams Architect who was the project manager on the study. Before presenting his preliminary report, Mr. Dogan noted the other companies that assisted Williams Architect with this study: Johnson Consulting; Hitchcock Design Group, W. B. Olson, Inc. and the Fred Barofsky Co.

Mr. Dogan commented that the report is a very comprehensive plan that addresses market assessment, site and building components, site needs and potential sites, building design concepts, preliminary costs and financial projections.

Brandon Dowling from Johnson Consulting spoke to the market assessment. He showed the local competitive market within a 30 minute drive from the Glenview Ice Center, none of the ice facilities have more than 2 ice sheets. Beyond the 30 minute drive time in the regional market there is a shortage of premium ice time. Glen went over the hourly ice rates and looked at the privately managed facilities as well. He reported that there were many stakeholder and staff meetings held which included local school districts and the various club programs to understand their needs and solicit recommendations. Some of those recommendations were improvements to existing facility amenities; studio rink important for youth programs; additional ice and figure skating and hockey programs and a multi-purpose space for rentals and program events. There is also a strong demand for local tournaments. There would be a potential to capture some of these events with the additional sheet of ice. Glen went over the benefits of having 2.5 sheets versus 2 sheets. The main benefits would be from an economic standpoint to generate consistent revenue opportunities with 2 full size sheets of ice and the opportunity to achieve the GPD mission by expanding youth programs in the Studio Rink.

Andy Howard from Hitchcock Design Group presented some of the site components being considered. He noted accurate signage off of Landwehr would be key to getting patrons into the center and should also compliment the building. There are opportunities for storm water management in the parking areas with bio swales, plantings, rain gardens and the use of permeable pavement and also the potential for a green roof. The drop off area would be designed for safety and ease of use and would also provide for bike parking. The outside area would accommodate staff and patrons with seating areas for socialization.

Andy Dogan from Williams Architect presented the building components. He noted patrons should be able to walk into the building and immediately know it is an ice center with the correct size and amenities. The proposed 2.5 sheets of ice would have one sheet as a championship rink and one as a recreation rink. Both would be the same size; however, the championship rink would have more

seating. And the Studio Rink would be kept for young skaters. Attention would be given to the seating and viewing areas, correct amount and makeup of team locker rooms, multi-purpose space for a variety of programs and rentals, dry land training for skaters, expanded Pro Shop operations for increased revenue, more space for skate rentals and storage and an expanded concession/food service area.

Andy noted the existing ice facility is a little under 50,000 sq. feet and in order to accommodate the new components being considered the size of the building would need to be around 83,500 sq. ft. Common spaces would be increased along with the increased ice space. In order to maximize the additional space, an indoor track, play space and adventure play spaces could be considered.

Andy went on to present the potential sites for the new community ice rink. Based on the components and needs, it was determined that a site between 5-6 acres would be required to accommodate the building and parking. The Village of Glenview bases required parking spots on the number of fixed seats in the building. If storm water detention could be placed underground, that would decrease the site size to around 5 acres. In Glenview, sites at least 5 acres were analyzed based on a number of criteria. The two sites that scored highest were the existing Ice Center site and Community Park West.

The current Ice Center site has adequate parking but would require more costs for stormwater management. Community Park West has no utilities, water sewer or parking so there would be significant costs for those. The final analysis determined the best site for the new community ice center would be the current site. It could accommodate the core site and its components, it has good visibility, impact on its surroundings is known, there would be no additional investment costs, utilities are in and it would not result in loss of other park amenities.

There are two building options for the current site. One would be to expand and renovate the current ice center, the second would be to build a new facility on the site. Both options meet the required components, would maximize parking, create a visual presence and maintain the use of the existing main sheet of ice while under construction.

Andy Howard went on to describe the two building concepts. Concept A would be the renovation of the existing building. It would have more of a presence off Landwher Road, a main and possible secondary entrance, and 230-250 parking spaces. Renovation would begin on the ice and support areas, keeping the existing rink in use. The rest of the building would be demolished and the additional ice would be constructed north of the building. Concept B would be to construct a new facility. The main entrance would be to the southwest to maximize the parking to 260-270 spaces. There would be an entry and exit to the north and south. The existing rink would remain in operation as the new building is constructed.

Andy Dogan noted both concepts would improve the visual presence, both have an upper and lower level, large lobby area with a view all three ice sheets, expanded team locker rooms, party rooms and spectator viewing.

John Enser from W.B. Olson spoke to the conceptual structures. He noted the expansion concept would produce 2.5 sheets of ice and would be a prefabricated metal building, same size and cost per sq. ft. as the new concept. The new building would produce 2.5 sheets of ice and have a higher level of design and finishings. Both schemes, would keep the recreational rink open during construction.

Dave Olson from W.B. Olson spoke to the budgets for each concept. The total project budget for the renovation and expansion would be \$25,804,273. The total project budget for the new facility would be \$30,179,196. These are targets to keep the design on budget. There is a design contingency of 10%. Mr. Olson went on to explain how each building concept would be executed.

Brandon Dowling showed how the existing facility's historic and recent revenues and expenses were used as a reference for the new model. Two main revenue streams are programs and rentals. Hockey programs have the potential for growth with figure skating declining. Martial Arts programs are in demand with the potential to expand that growth with the proposed multi-purpose space. All three programs were given a projected growth rate. Prime time in-season and off season ice rental along with non-prime rental revenues were analyzed to project future demand. Expense assumptions and projected revenues were also presented.

Andy Dogan thanked Superintendent Lori Lovell, Ice Center Director Jim Weides and Brian Montgomery who provided much of the information that his team used to develop this report. He explained the next steps would be to continue soliciting feedback from the Park Board and a final report documenting every step in this entire process will be presented to staff in about three weeks.

Commissioner Dave Dillon asked if one concept would be faster to complete than the other, and the answer was no, not significantly.

President Peterson asked about the 5% escalation in budgeted items after 2017. It was explained that due to paying Prevailing Wages, the increase in materials and the economy improving that 5% was a conservative estimate; it would probably be between 3-5%.

Commissioner Angie Katsamakakis asked about the difference in the footprint between the two building concepts. The two buildings have different sq. footage on each level but the overall sq. footage is about the same, approximately 83,495. The difference in cost between the two is due to the materials being used for each structure.

President Peterson pointed out that the current Ice Center was built 45 years ago and has served several generations and the new ice center will serve many generations to come. The Board will take this decision very seriously since the cost for this new ice center per each person in the community will be around \$400-\$500.

### *Questions from the audience*

Former Park Board Commissioner Ted Przybylo asked about the engagement the team has had with the Ice Center neighbors (hospital, school district, Fire Dept.) as it relates to parking and stormwater management. Andy Dogan explained that the Village staff and District 225 were contacted to get their thoughts and hear any concerns they may have. District 225 shared their need for a multi-purpose space which is being recommended in the two concepts. Director Mike McCarty noted extensive conversations were held with the Village and the School District on many matters related to this project and we received very favorable comments. He noted discussions will continue as we get further into the process.

Another question from the audience was if any consideration was given to widening Landwehr Road or expanding turning lanes. *Answer:* That has not been explored but it will be looked at going forward. The Village did not have any concerns regarding Landwehr Road. Some of the entrance placements were adjusted due to some recommendations from the Village.

President Peterson thanked all those who attended tonight and for their feedback.

- ii) Committee Update  
No Report

**b. Recreation and Swimming Pools**

- i) Accepted a Recreation and Swimming Pools Committee recommendation to approve Resolution No. 2017-09: A Supplemental Use Agreement Regarding Boating on Lake Glenview

Superintendent of Leisure Services Elsa Fischer noted that Resolution 2017-09 includes revisions to the season's dates, hours and marketing materials language that the Committee requested and were discussed with the Village of Glenview. It will allow for boating from May 1 to October 1 annually from sunrise to sunset, following the trial period in 2017 which will be rolled out later once logistics are completed. She noted that once the Park Board approves this Resolution, the Village Board will consider the agreement at their May 16, 2017 meeting. Survey results show that 73% of respondents approve of canoeing and kayaking on Lake Glenview.

Commissioner Katsamakidis noted that her concerns related to age, safety and supervision had not been addressed in the agreement. So, although she is in favor of boating, she will be voting no on the Resolution.

Commissioner Casey moved to accept a Recreation and Swimming Pools Committee recommendation to approve Resolution No. 2017-09: A Supplemental Use Agreement Regarding Boating on Lake Glenview. Roll Call Vote: Ayes: Kuhn, Patton, Tosh, Casey, Dillon, Peterson Nays: Katsamakidis. Motion Carried.

- ii) Update: Park Center Fire Alarm Panel  
No Report

- iii) Update: Camp Registration

No Report

iv) Update: Pool Pass Memberships

No Report

v) Committee Update

No Report

c. **Finance**

- i) Accepted a Finance Committee of the Whole recommendation to approve the Glenview Park District annual budget for the 2017/2018 fiscal year in the amount of \$34,835,431

President Peterson noted the annual budget was discussed and approved by the Finance Committee on April 11. The Board will consider approval of a total budget of \$34,835,431 for the 2017/2018 fiscal year. President Peterson explained that this budget represents an overall 3.5% increase over projected 2016/2017 year end expenditures. Of the total budget, \$25,979,615 is for operations, \$4,174,804 is for capital expenditures and \$4,681,012 is for debt re-payment. Operating expenses are increasing by 1.1% over 2016/2017 projected expenditures. The budget reflects total revenue of \$34,022,248; total expenses of \$34,835,431 and the planned use of \$863,233 of reserves. The reserves were accumulated in prior years for the purpose of funding capital projects and other one-time expenses. The budget projects that Park District reserves as of April 30, 2017 will be \$20,642,776 of which \$10,031,383 is in the Capital Replacement fund and \$3,077,449 in the Capital Development fund. Of the remaining reserves, \$342,132 is for debt service payments and \$7,191,812 is reserves in the remaining funds. Tax revenue is 52% of the total budgeted revenue with 48% coming from user fees, donations and sponsorships. Some major capital projects include two new paddle tennis courts at the Glenview Prairie Club, sports field lighting at Flick Park, renovation of the Cole Park fieldhouse and remodeling of the Park Center Fitness shower area.

Commissioner Katsamakakis moved seconded by Commissioner Casey to approve the Glenview Park District annual budget for the 2017/2018 fiscal year in the amount of \$34,835,431. Roll Call Vote: Ayes: Patton, Tosh, Casey, Dillon, Katsamakakis, Kuhn, Peterson. Nays: None. Motion Carried.

ii) Committee Update

No Report

d. **Museums and Historical Preservation**

i) Committee Update

No Report

e. **Park & Facility Services/Environmental**

i) Update: Comprehensive Master Plan

Superintendent of Park & Facility Services Jim Warnstedt explained that the survey data has been reviewed and staff will meet to discuss the preliminary priorities. They will share this information with the Board Committee in June.

Jim reported that staff installed the new Strikeguard lightning detection system which will go live on Friday, April 28. This will replace the Thor Guard system which was a lightning prediction system. Strikeguard reads lightning strikes 20 miles out and gives a warning signal when lightning is within 5 miles.

Jim also noted that a Flick Park LED athletic field lighting neighborhood meeting will be held on Monday, May 1 at 6:00 p.m. at the Flick Park Fieldhouse. 260 letters were mailed to the neighbors to get their input and invite them to attend the meeting.

- ii) Committee Update  
No Report

#### **10. Matters from Commissioners**

Commissioner Dillon thanked Charlie Kuhn for all his help during his first two years as Park Commissioner.

Commissioner Casey thanked Commissioner Charlie Kuhn again and is looking forward to the Master Plan Survey results that will come out in June.

Commissioner Tosh noted it was brought to his attention that the new backstops at Westbrook had some rust on them. Brent Carpenter and his Park Services staff took care of it immediately. He wanted to recognize Brent and his team for their quick response.

#### **11. Correspondence**

None

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

Commissioner Dillon moved seconded by Commissioner Casey to adjourn to Executive Session pursuant to 5 ILCS 120/2 et seq. at 8:40 p.m. to discuss Minutes (Sub-section c21) and Personnel (c1). Roll Call Vote: Ayes: Tosh, Casey, Dillon, Katsamakias, Kuhn, Patton. Nays: None. Motion Carried.

After a short pause, the Executive Session convened at 8:55 p.m.

Commissioner Patton moved seconded by Commissioner Tosh to adjourn the Executive Session and move back into Open Session at 9:05 p.m. On Voice Vote; all present voted Aye. Motion Carried.

#### **13. Actions on items that were discussed in Executive Session**

- a. **Approved the Executive Session meeting minutes from the March 23, 2017 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 Kuhn moved seconded by Commissioner Patton to approve the Executive Session meeting minutes from the March 23, 2017 Executive Session Board Meeting. On Voice Vote; all present voted Aye. Motion Carried.

**b. Approved the Semi-Annual Review of Executive Session minutes**

Commissioner Kuhn moved seconded by Commissioner Tosh to approve the semi-annual review of Executive Session minutes. The Board finds that the need for confidentiality still exists related to minutes so identified. On Voice Vote; all present voted Aye. Motion Carried.

**c. Approved to dispose of verbatim recordings of fully released Executive Session meeting minutes dated prior to September 2015**

Commissioner Kuhn moved seconded by Commissioner Tosh to approve the disposal of verbatim recordings of fully released Executive Session meeting minutes dated prior to September 2015. On Voice Vote; all present voted Aye. Motion Carried.

**14. Adjourned**

Commissioner Katsamakakis moved seconded by Commissioner Kuhn to adjourn the Open Session at 9:08 p.m. On Voice Vote; all present voted Aye. Motion Carried.

ATTEST:

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Daniel B. Peterson  
Board President

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Michael D. McCarty  
Board Secretary

Approved this 25th day of May, 2017