



**Glenview Park District
Regular Park Board Meeting
January 30, 2020**

HIGHLIGHTS

The Board of Park Commissioners...

- Accepted the December 12, 2019 Special Revenue Facilities Committee meeting minutes.
- Accepted the December 12, 2019 Truth in Taxation Public Hearing meeting minutes.
- Approved the December 12, 2019 Regular Board meeting minutes.
- Approved the 2020/2021 Park Board meeting dates for posting. The Board of Park Commissioners will hold regular monthly meetings at 7:00 p.m. at Park Center, 2400 Chestnut Avenue, Room 101, Glenview, Illinois on the following dates during fiscal year 2020/2021.

2020			
May 28, 2020	June 25, 2020	July 23, 2020	August 27, 2020
September 24, 2020	October 22, 2020	November 19, 2020	December 17, 2020
2021			
January 21, 2021	February 25, 2021	March 18, 2021	April 22, 2021

- Approved Payroll and Accounts Payable for the month of December, 2019 in the amount of \$3,702,488.80.
- Accepted an Administrative Operations/Marketing Committee recommendation to approve Ordinance 2020-01: An Ordinance Rescinding Ordinance 2017-34 and Establishing an Updated Sexual Harassment Policy for The Glenview Park District in order to comply with Public Act 100-0554 and Public Act 101-0221. In August, the State of Illinois passed the Workplace Transparency Act requiring units of government to adopt an ordinance amending its sexual harassment policy to provide a mechanism for reporting and conducting an independent review for allegations made by an elected official against another elected official. Additional changes include the broadening of unlawful discrimination to cover not just individuals who have suffered discrimination or harassment on an actual protected characteristic but also based on perceived protected characteristics.
- Accepted an Administrative Operations/Marketing Committee recommendation to approve revised Policy No. 9.71: Sexual Harassment and Comprehensive Workplace Harassment. This policy has been revised and renamed to comply with the Workplace Transparency Act.

- Accepted an Administrative Operations/Marketing Committee recommendation to approve Revised Policy 3.80: Disclosure Policy. This policy was revised to include procedures related to reportable events with EMMA (Electronic Municipal Market Access) as required by the MSRB (Municipal Securities Rulemaking Board).
- Accepted an Administrative Operations/Marketing Committee recommendation to approve Full-time Pay Ranges for 2020/2021. The active management and maintenance of the formal salary structure in conjunction with the annual merit process is a critical exercise to remain competitive and continue to be able to attract and retain quality employees.
- Accepted an Administrative Operations/Marketing Committee recommendation to approve a Full-time Merit Increase Budget of \$204,454. Each year, the Board designates a dollar amount to be used to allocate toward merit salary increases for all full-time staff in conjunction with an annual performance evaluation. Comparable Park agencies were surveyed and survey data from reliable sources such as SHRM (Society for Human Resource Management), World at Work and The Conference Board were reviewed to determine salary trends in the general marketplace. Both sources of data indicated a 3% merit increase pool was appropriate which equates to \$204,454 that will be allocated to individual employees based on merit.
- Accepted an Administrative Operations/Marketing Committee recommendation to approve Revised Personnel Manual: Sections 4.13: No Harassment Policy and 8.11: Domestic, Sexual or Gender Violence Leave. The Personnel Manual was revised to comply with the Workplace Transparency Act and changes in the Victim's Economic Security and Safety Act (VESSA).
- Accepted the Finance Committee recommendation to approve the 2020/2021 Capital Replacement Fund Items. Each year staff reviews the items in the capital replacement program to validate and update the useful life and cost. If there is reason to believe that the item may need to be replaced during the year, it is included on the list. Prior to making the actual purchase, staff will once again evaluate whether the purchase is necessary in the current year and if so, will follow established purchasing and approval procedures.
- Accepted the Finance Committee recommendation to approve the Revised Policy 3.35: Investment Practices for Park District Funds. This policy has been revised to comply with the Illinois Sustainable Investing Act. Additionally, changes were made to allow the District to purchase bonds issued by the Glenview Park District and the maximum maturity date for investments was changed from 18 months to 36 months.
- Approved Resolution 2020-02: Designating Purposes and Distribution of Replacement Tax Funds for the Year 2020/2021. This is a housekeeping item.
- Approved the bid from Midwest Mechanical Group, Lombard, Illinois in an amount not to exceed \$104,333.00 for the replacement of three pool heaters at Roosevelt Pool, subject to final review by Board President, Executive Director and Attorney. The need for the replacement of the heaters is due to the fact that the current Roosevelt's heating unit is non-functional. These heaters will be installed prior to the anticipated spring opening of the pool.

- Approved an agreement between the Glenview Stars and the Glenview Park District for a donation of funds for the District to purchase a Zamboni Model 546; subject to final review and approval by the Park District's Executive Director and attorney. The donation will occur over a four-year period beginning on April 17, 2020 along with three equal payments in April of 2021, 2022 and 2023.
- Approved the purchase of one Zamboni 546 ice resurfacing machine from Frank J. Zamboni of Paramount, California in the amount of \$102,653.40. This is a propane powered unit that will be used at the Glenview Community Ice Center. The Ice Center renovation project budget allocated funds for the purchase of a second Zamboni. The Glenview Stars has agreed to cover the cost of the Zamboni through a donation of the purchase price.

*The next regular Park Board meeting will be held at 7:00 p.m., Thursday, February 27, 2020. The meeting will be held at Park Center, 2400 Chestnut, Glenview, IL. The public is welcome. If special needs are required in order to attend this meeting, please call the Park District Office, 847-657-3215.