

APPROVED

MINUTES OF A REGULAR MEETING OF
THE COMMISSIONERS AND OFFICERS OF
THE GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022
HELD TUESDAY, MAY 18, 2010

The meeting was called to order at 7:33 p.m. and the roll was called. Present were Commissioners Michael Brohman (President), Tim Stratton (Vice President), Hilary Lee, and Bob Kimble. Staff present included Executive Director/Secretary Don Van Arsdale, Director of Finance/Human Resources Carol Mensinger, Director of Facilities Rob Ward, Director of Parks Rick Bold, Director of Recreation Cheryl DeClerck, Manager of Marketing and Communications Sandra Pullara, and Executive Secretary Nancy Symonds. Absent was Commissioner Max Retsky.

Members of the public included Glencoe residents: James Estes, 235 Lincoln Drive, Kelly Glauberman, representing Glencoe Junior Kindergarten and Nursery School, 1229 Fairfield, Jim Nyeste, 258 Maple Hill, Vera R. T. Miller-Bergh, 246 Dennis Lane, Klaus Miller-Bergh, 246 Dennis Lane, Mary Motley, 244 Lincoln; Harvey Plonsker, 232 Lincoln Drive, Roman Schlaeger, 256 Lincoln, Nina Shroeder, 225 Lincoln Drive, Barbara Sideman, 26 Crescent. Also in attendance were Katie Okon, reporter for the Pioneer Press, and Peter Koukos, Mesirow Financial, 610 Central, Highland Park, Illinois.

Consent Agenda Items Commissioner Lee moved to approve the consent agenda items as presented. Commissioner Stratton seconded the motion. The result of the roll call vote follows:

AYES: Kimble, Lee, Stratton, Brohman
NAYS: None
ABSENT: Retsky

Financial Report Director of Finance/Human Resources Mensinger stated that the District is two months into the new fiscal year. She continued her verbal report by stating the auditors were at the Park District offices to complete their testing/field work for fiscal year 2009/2010. The first draft of the audit report should be available in the next few weeks and the final audit report will be presented during a Board meeting this summer.

This concluded the financial report.

Matters from the Public There was no one present wishing to address the Board at this time.

Public Hearing: 2010/2011 Budget and Appropriations Ordinance President Brohman declared open a public hearing on the proposed Budget and Appropriations Ordinance.

There being one wishing to make a comment or ask a question, Mr. Brohman declared the public hearing closed.

Ordinance No. 730: An Ordinance Making a Combined Annual Budget and Appropriation of Funds for the Glencoe Park District for the Fiscal Year Beginning March 1, 2010 Ending February 28, 2011 President Brohman asked Director of Finance/Human Resources Mensinger to lead the discussion of this agenda item. She indicated that the Annual Budget and Appropriation Ordinance establishes the Board's legal spending limits for various funds and line items within the annual budget. She further stated that it does not reflect the Board's intention to spend, but merely its capacity to do so. She concluded her comments by stating the Annual Budget remains the tool that guides the Board and staff.

After discussion, Commissioner Stratton moved to approve Ordinance No. 730: An Ordinance Making a Combined Annual Budget and Appropriation of Funds for the Glencoe Park District for the Fiscal Year Beginning March 1, 2010 Ending February 28, 2011. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Kimble, Stratton, Brohman
NAYS: None
ABSENT: Retsky

Special Projects and Facilities Committee Report Committee Chair Stratton gave a summary of the meeting held on May 12, 2010. Several items were discussed and one item needs approval.

Approval of Storage Shed – Trevian Football Program Commissioner Stratton gave a brief summary of this item. He stated the president of Glencoe Football Association asked Director of Parks Bold if it was possible to store some of its items in a shed near the Parks Department garage area. Mr. Stratton indicated the Committee reached consensus on this idea. After discussion, Commissioner Stratton moved to approve the installation of a storage shed on Park District property near the Parks Department garage for use by the Trevian Football program with the cost of the storage shed to be paid by Trevian Football program and the placement, removal, or relocation to be determined by the District staff, subject to approval and permit from the Village of Glencoe. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Kimble, Stratton, Brohman
NAYS: None
ABSENT: Retsky

Discussion of 3N Park – Dennis Lane and Old Green Bay Road Commissioner Stratton continued the Committee report by summarizing discussion of 3N Park. He stated for those present at this meeting, a proposal was presented at the Committee meeting consideration by Tom Rychlik from Gewalt Hamilton primarily outlining drainage

remediation including underground drainage, rain gardens and the possible realignment of a small baseball field. Mr. Stratton stated letters were sent to more than 100 residents surrounding the park inviting them to the Special Projects and Facilities Committee and a subsequent letter was sent inviting them to the regular Board meeting this evening. He indicated discussion of this item was still very preliminary and there were no monies available in this year's budget.

Ms. Mary Motley asked if this was the time to ask questions about the project. President Brohman indicated to Ms. Motley and others in the audience further discussion of this item will take place at an upcoming meeting of the Special Projects and Facilities Committee. The Committee will get all the information and then make a recommendation to the Board. Ms. Lee indicated the meeting on this date is also the annual meeting of the Park Board and new officers will be elected and new committee members will be appointed. Once the new committee members are announced, a committee meeting date can be set for further discussion of possible improvements to 3N Park.

Discussion ensued. One issue concerning the neighbors is water drainage. In response to a question on water drainage in the park, Executive Director/Secretary Van Arsdale related discussions he had with Mr. Dave Mau, Director of Public Works with the Village of Glencoe and our independent engineer and noted that these proposed improvements may slightly improve water drainage in the area. These improvements will not eliminate anyone's drainage issues. Mr. Stratton indicated the Committee will explore proposed usage patterns of this park.

Messrs. Brohman and Stratton reassured those present that they and other interested residents will be informed of the next Special Projects and Facilities Committee when discussion of 3N Park is on the agenda.

This concluded discussion of 3N Park.

This also concluded the Special Projects and Facilities Committee report.

Recreation Committee President Brohman as a member of the Recreation Committee gave a short summary of the meeting held on May 12, 2010. Items discussed included reviewing the District's scholarship and affiliate policies. These items will continue to be discussed and reviewed by staff and brought forward to the Recreation Committee. One item needed Board approval.

Approval of Fall 2010 Programs President Brohman asked Director of Recreation DeClerck to review new programs to start in the fall of 2010. Ms. DeClerck indicated there were many new classes and programs being offered. Oakton Community College will continue to offer programs through the Park District. Ms. Lee congratulated Ms. DeClerck on the number and variety of new offerings and had a question on the costs for a couple of the programs. Ms. DeClerck stated she would review the programs in question.

After discussion, Commissioner Kimble moved to approve the fall 2010 programs and fees as presented and/or revised. Commissioner Stratton seconded the motion. The result of a roll call vote follows:

AYES: Kimble, Lee, Stratton, Brohman
NAYS: None
ABSENT: Retsky

Election of President and Vice President Election of Board President and Vice President President Brohman asked the Board Secretary to conduct an election for the offices of President and Vice President of the Board of Park Commissioners. Secretary Van Arsdale entertained nominations for President of the Board of Park Commissioners. Commissioner Stratton nominated Michael Brohman for President. Commissioner Lee seconded the motion. There were no other nominations forthcoming. Commissioner Brohman was then formally elected to the office of President by unanimous voice vote.

Secretary Van Arsdale then entertained nominations for Vice President. Commissioner Brohman nominated Commissioner Tim Stratton. Commissioner Kimble seconded the nomination. There were no further nominations forthcoming. Commissioner Stratton was then formally elected Vice President by unanimous voice vote.

This concluded the election of Board President and Vice President.

Election of Officers and Representatives Vice President Stratton made a motion to elect the following officers and appoint the following representatives and alternates: Robert W. Kimble, Treasurer; Max Retsky, Board Liaison to the Northern Suburban Special Recreation Association; Hilary Lee, representative to the Glencoe Plan Commission; Carol L. Mensinger, Assistant Treasurer, whose many duties include, but are not limited to, the investment and transfer of Park District monies, representative to the Park District Risk Management Agency (PDRMA), representative to the Illinois Park District Liquid Asset Fund (IPDLAF), and representative to the Illinois Municipal Retirement Fund (IMRF); Donald P. Van Arsdale, Secretary to the Board/Executive Director, representative to the International City Managers Association (ICMA), alternate representative to PDRMA, representative to the Northern Suburban Special Recreation Association (NSSRA), co-representative to the Illinois State Police (ISP) Criminal History Record Information System (CHRI), Freedom of Information Act Officer and Open Meetings Officer; Tressler LLP as the Park District's legal counsel with Charlene Holtz remaining as the District's relationship partner and ethics officer; Cheryl DeClerck and Emily Vanderkamp alternate representatives to NSSRA; and Nancy M. Symonds, co-representative to the Illinois State Police CHRI-System, Freedom of Information Act officer and Open Meetings Officer. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Kimble, Lee, Stratton, Brohman
NAYS: None
ABSENT: Retsky

Board Committee Appointments President Brohman stated that his proposed Committee appointments were listed in a memorandum which was shared with the Board and suggested that he would entertain a motion to approve same. Commissioner Lee then moved to approve the Committee appointments as presented. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Kimble, Stratton, Brohman
NAYS: None
ABSENT: Retsky

Takiff Center Update The Design Planning Committee met recently to review the patio railing for the front of the building. Executive Director/Secretary Van Arsdale informed the Board that the final payment from the Takiff Foundation and the First Bank of Highland Park Foundation has been received from the Takiff family.

New Business

A. *Ordinance: An Ordinance Providing for the Issue of Not to Exceed \$1,200,000 General Obligation Park Refunding Bonds, Series 2010, of the Glencoe Park District, Cook County, Illinois, and for the Levy of a Direct Annual Tax Sufficient to Pay the Principal and Interest in Said Bonds* The President announced that the Board of Park Commissioners would consider the adoption of an ordinance providing for the issue of the District's General Obligation Park Refunding Bonds to be issued by the District pursuant to the Park District Code and the Park District Refunding Bond Act and the levy of a direct annual tax sufficient to pay the principal and interest thereon.

President Brohman then asked Ms. Mensinger to lead the discussion of this agenda item. Ms. Mensinger stated that at the April Board meeting the Board discussed the District's opportunity to refund the existing 2000 Series Bonds, which are callable on December 1, 2010. Since that meeting, interest rates have continued to go up and down. Due to the inconsistency of rates in the market, it is imperative that the District be ready to act in a timely manner on the refunding. Ms. Mensinger then introduced Peter Koukos from Mesirow Financial.

Mr. Koukos stated that having the parameters ordinance in place will make it easier to sell the bonds as the market changes daily. By approving the parameters ordinance, the District has flexibility regarding when the bonds will be callable. Mr. Koukos recommended the Board approve a 9% present value savings on the bonds for the Ordinance. Mr. Stratton agreed. After discussion, Commissioner Stratton presented and the Secretary read by title an ordinance as follows, a copy of which was provided to each Park Commissioner prior to said meeting and to everyone in

attendance at said meeting who requested a copy: An Ordinance providing for the issue of not to exceed \$1,200,000 General Obligation Park Refunding Bonds, Series 2010, of the Glencoe Park District, Cook County, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.

Commissioner Stratton moved and Commissioner Lee seconded the motion to approve Ordinance No. 731: An Ordinance Providing for the Issue of Not to Exceed \$1,200,000 General Obligation Park Refunding Bonds, Series 2010, of the Glencoe Park District, Cook County, Illinois, and for the Levy of a Direct Annual Tax Sufficient to Pay the Principal and Interest on Said Bonds at a rate less than a 9% present value savings.

The result of a roll call vote follows:

AYES: Lee, Kimble, Stratton, Brohman
NAYS: None
ABSENT: Retsky

- B. *Approval of 2010 Transportation Bid* Director of Recreation DeClerck reviewed for the Board the bid results for the transportation bid for summer camps. She indicated eight notices were sent to companies and only one company responded with an official bid. This past year two of the larger bus transportation companies merged. One of these two companies has been the low bidder for the District's summer programs for the past several years. After discussion, Commissioner Kimble moved to approve the 2010 Summer Transportation Bid and award First Student in the amount of \$7,259.04 as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Lee, Kimble, Stratton, Brohman
NAYS: None
ABSENT: Retsky

- C. *Approval of Paddleboard and Kayak Rental Agreement* Director of Facilities Ward reviewed for the Board an agreement with Great Lakes Paddleboard which was expanded from the rental agreement from last summer. This year the license agreement will include kayaks and the rental booth will be staffed by Great Lakes employees. After discussion, Commissioner Lee moved to permit the issuance of a license agreement between Great Lakes Paddleboarding and the Glencoe Park District for the rental of paddleboards and kayaks for the 2010 season as presented. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Kimble, Stratton, Brohman
NAYS: None
ABSENT: Retsky

D. *Approval of Takiff Center Emergency Lighting Bids* Director of Facilities Ward reviewed for the Board a memorandum which bid results for emergency outdoor lighting which is required by the Village of Glencoe. He continued by stating at the Special Projects and Facilities Committee meeting held on May 12, 2010 information was shared with the Committee. This additional information included the use of solar lighting which (in concept) has been approved by representatives from the Village. The solar application is more effective because it is activated only when needed, i.e., power outage, or with motion detection.

After discussion, Commissioner Stratton moved to accept the lowest responsive and responsible bid from Utility Dynamics, 23 Commerce Drive, Oswego, Illinois 60543 in the amount of \$88,610.92 and a contingency budget of \$10,000 for a total project cost not to exceed \$98,610.92. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Kimble, Stratton, Brohman
NAYS: None
ABSENT: Retsky

Staff Reports Director of Recreation DeClerck recapped recent events. The Broadway Bound class recently performed *Annie* to an enthusiastic audience of parents and friends. The first garage sale was held with 28 vendors renting space in the gym at the Takiff Center. Director of Parks Bold stated the kindergarten students from South School toured the greenhouse operation, which has become an annual event. The greenhouse will be open to sell plants through the end of May. Director of Facilities Ward stated staff is getting ready for the opening of the beach operations and former employee Sam Foster has returned to the beach staff to assist with the operation of the boat house and staff training for the beach.

Closed Session Open Meetings Act Section 2(c) 11 Probable or Imminent Litigation At 8:20 p.m. Commissioner Stratton moved to adjourn into closed session to discuss probable or imminent litigation under Section 2(c) 11 of the Open Meetings Act. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Lee, Kimble, Stratton, Brohman
NAYS: None
ABSENT: Retsky

The meeting reconvened in regular session at 8:28 p.m.

Action, if Any to be Taken on Matters Discussed in Closed Session There was no action to be taken.

Other There was no further business to be discussed.

Adjourn With no further discussion, the meeting adjourned at 8:30 p.m. on a motion from Commissioner Stratton and a second from Commissioner Lee.

Respectfully submitted,

Donald P. Van Arsdale
Secretary

Attachment



To: Board of Park Commissioners

Date: May 18, 2010

From: Michael B. Brohman, President

SUBJECT: 2010/2011 BOARD COMMITTEE APPOINTMENTS

President	Mike Brohman
Vice President	Tim Stratton
Treasurer	Bob Kimble
Communications:	Bob Kimble, Chair Max Retsky
Finance Committee of the Whole	Bob Kimble, Chair all Board members
Legislative	Mike Brohman, Chair
Personnel	Hilary Lee, Chair Tim Stratton
Policy	Max Retsky, Chair Mike Brohman
Real Estate	Mike Brohman, Chair Hilary Lee
Recreation	Tim Stratton, Chair Mike Brohman
Special Projects and Facilities	Bob Kimble, Chair Hilary Lee Tim Stratton
Plan Commission	Hilary Lee
NSSRA Board Liaison	Max Retsky