

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, SEPTEMBER 21, 2010

The meeting was called to order at 7:33 p.m. and the roll was called. Present were Commissioners Michael Brohman (President), Bob Kimble (Treasurer), Hilary Lee, and Jack Weinberg. Staff present included Executive Director/Secretary Don Van Arsdale, Director of Finance/Human Resources Carol Mensinger, Director of Parks Rick Bold, Director of Recreation Cheryl DeClerck, Manager of Marketing and Communications Sandra Pullara, Beach Facility Supervisor Shannon Lamaster, and Executive Secretary Nancy Symonds.

Members of the public included Glencoe residents Mr. and Mrs. Barney Berlin, 165 Franklin, Carolyn Birkenstein, 892 Thornapple Lane, Jane Passey, no address given, and Mr. and Mrs. Robert Ury, 263 Dennis Lane.

Also present was John Huston from the TribLocal.

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

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

Financial Report Director of Finance/Human Resources Mensinger stated that the fiscal year is 50% complete. The Day Care department continues to go well. The Beach Department also shows significant improvement over previous year due to improved weather in 2010.

This concluded the financial report.

Matters from the Public President Brohman asked if there was anyone present wishing to address the Board at this time. Mr. Brohman recognized Ms. Passey. Ms. Passey began her comments by referring to an article dated September 17, 2010 in the Chicago Tribune which stated information regarding the compensation package including a vehicle for retired Executive Director Rod Aiken.

Mr. Brohman explained to Ms. Passey that the article in the newspaper was inaccurate and the Park District Board and staff were very disappointed in the inaccuracies contained in the article and was researching how the Chicago Tribune reporters reached the conclusion they reported in the newspaper. Discussion ensued.

Commissioner Retsky arrived at 7:38 p.m.

Mr. Brohman continued by stating Mr. Aiken received a base salary and performance bonus each year he was employed by the Park District. Mr. Brohman stated the Board approved a Resolution to Allow Service Credit for Military Service for Mr. Aiken's military service in the U. S. Navy which added to his pension through the Illinois Municipal Retirement Fund.

Mr. Brohman then asked Director of Finance/Human Resources Mensinger to give additional financial details regarding Mr. Aiken's compensation. Ms. Mensinger stated she has been unable to replicate the compensation figures for Mr. Aiken the Chicago Tribune article contained. Mr. Aiken received a 2005 Jeep with a Kelley Blue Book value of \$12,000 which he received in lieu of a bonus for his last year with the Park District. The vehicle had 67,000 miles on it.

Commissioner Weinberg stated he was on the Board when Mr. Aiken's employment contract was approved. He stated it was important for the Board to have Mr. Aiken remain with the District until the renovation of the then Community Center was complete.

Mr. Brohman expressed his disappointment in the lack of due diligence by the authors of the article. He continued by stating when the Park District has all the correct information, the Park District will make it available to the public.

Ms. Mensinger stated Mr. Aiken had other years of IMRF-eligible service in other park districts in his career, not just his employment with the Glencoe Park District

Mr. Brohman informed those present of Mr. Van Arsdale's current salary which included the same base salary percentage increase as other full-time staff.

Ms. Passey then inquired about any new bond issues with regard to the renovation of the Takiff Center. Mr. Weinberg stated and Ms. Mensinger concurred that the building expenditure was over budget and no additional bonds were required or are being considered by the Board.

Ms. Passey then thanked Beach Facility Supervisor Lamaster and her staff for their help in having a very successful event for the Glencoe Newcomers and Neighbors at the Glencoe Beach.

This concluded discussion of Matters from the Public.

Election of Vice President Mr. Brohman stated with the resignation of Commissioner Stratton in July, the office of Vice President was vacated. Mr. Weinberg was selected and took the oath of office to serve on the Board until after the election in April 2011 and until new Commissioners are seated. Then President Brohman asked the Board Secretary to conduct an election for the office of Vice President of the Board of Park Commissioners. Secretary Van Arsdale entertained nominations for Vice President. Commissioner Brohman nominated Commissioner Hilary Lee. Commissioner Weinberg

seconded the nomination. There were no further nominations forthcoming. Commissioner Lee was then formally elected Vice President by unanimous voice vote.

This concluded the election of Board Vice President.

Discussion and Approval of Sylvia Rooth Recognition Mr. Brohman stated the District had received a request from Nancy Pollack to honor and recognize Mrs. Rooth's impact on the children in Glencoe. Mrs. Rooth recently passed away. Commissioner Lee said Mrs. Rooth was a dear woman. After discussion, Commissioner Lee moved to honor Sylvia Rooth for her dedication to enriching the lives of Glencoe's children with a plaque and a reception for her family and paid for by the Park District. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

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

President Brohman extended his appreciation to Mrs. Pollack for her thoughtfulness in recognizing Mrs. Rooth.

Discussion and Approval of Large Lawn Mower Purchase President Brohman asked Director of Parks Bold to lead the discussion on this item. Mr. Bold indicated he received the best price for the large lawn mower through the Illinois State Bid Program. The purchase of the mower has been postponed for several years and staff was in need of a replacement.

Discussion ensued. Mr. Brohman indicated that Commissioner Lee, Executive Director Van Arsdale and he were in preliminary discussion with Village of Glencoe representatives regarding an examination of areas where the District might improve efficiency and reduce costs. He would keep the Board inform of discussions as they continue.

Commissioner Retsky inquired if School District #35 representatives could be also contacted because its staff does similar maintenance as the District. Mr. Van Arsdale indicated he would contact Dr. Crawford at the School District.

Commissioner Kimble then moved to approve the purchase at the price of \$41,286 a Toro Groundsmaster 4000D Mower, model S304448 from Reinders of Franklin Park, Illinois through the Illinois State Purchase Bid program. Commissioner Lee seconded the motion. The result of a roll call vote follows:

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

Discussion and Approval of Small Mower Purchase Mr. Bold indicated the next mower to be considered would replace a Grasshopper mower which is used for mowing

smaller, more difficult areas. This item was not available through the Illinois State Bid program so he solicited bids from other sources. Discussion ensued

After discussion Commissioner Lee moved to approve the purchase of a small mower from Highway C Service in Kenosha, Wisconsin for the price of \$10,399 including the trade in of a Grasshopper mower. Commissioner Weinberg seconded the motion. The result of a roll call vote follows:

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

Discussion and Approval of Terrace Railing Purchase Commissioner Weinberg indicated he would recuse himself from discussion and approval of the next agenda item due to a familiarity with the owners of the business. Mr. Van Arsdale indicated the next agenda item will complete the work for the Takiff Center. Mr. Van Arsdale explained that Takiff Center Facility Supervisor Simpson had contacted several companies to perform the work. Three price quotes were received for the outdoor railing. Each of the bidders received the architectural terrace drawings, and had visited the site, and references were checked. The railings are up to Village of Glencoe code.

The discussion changed to filling the staff vacancy with the recent resignation of Director of Facilities Ward. Mr. Van Arsdale indicated that the staff who reported to Mr. Ward now report directly to him. Mr. Van Arsdale also stated he is reviewing the best options for filling the vacancy.

Discussion ensued. After discussion, Commissioner Lee to accept the lowest responsible quote from Kovilic Construction Company, 3721 North Carnation Street, Franklin Park, Illinois 60131 in the amount of \$17,800. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Retsky, Kimble, Lee, Brohman
NAYS: None
ABSENT: None
ABSTAIN: Weinberg

Discussion and Approval of Heating, Ventilation and Air Conditioning Maintenance Service Agreements Mr. Van Arsdale reviewed a summary prepared by Mr. Ward before he left the District for one year service contracts for heating, ventilation and air conditioning maintenance. After discussion, Commissioner Weinberg moved to accept the lowest responsible bid for heating, ventilation, and air conditioning maintenance service agreements with American Engineering, Inc., 3 West College Drive, Arlington Heights, Illinois for a one year period starting October 1, 2011 in the amount of \$12,468. Commissioner Lee seconded the motion. The result of a roll call vote follows:

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

Special Projects and Facilities Committee Report

Approval of Revisions to Caterers' License Agreements. Mr. Kimble advised the Board that the Committee eased restrictions on outside caterers being able to cater private parties at the Takiff Center. He stated there will be two categories of caterers; first is the preferred caterers and the second is a single use caterer. All Glencoe-based caterers will be considered preferred caterers and would be able to serve food for private events provided all the required paperwork is complete. Single use caterers would be able to also serve food for private events and like preferred caterers, provided all the required paperwork is complete and a security deposit is received. Security deposits for single use caterers will be returned in five business days.

After discussion, Commissioner Kimble moved to approve the revised agreements for the preferred caterers and single use caterers at the Takiff Center effective immediately. Commissioner Lee seconded the motion. The result of a roll call vote follows:

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

2009 – 2010 Watts Ice Center Report Mr. Kimble indicated the Committee reviewed the report and was presenting it for Board informational purposes only. There were no comments or questions regarding the report.

2010 – 2011 Watts Ice Center Recommendations Mr. Kimble reported the Committee reviewed the Recommendations and requested only a couple of changes; one, extend the season by one day to end on Monday, March 7, 2011 and schedule more open skating hours. Mr. Weinberg indicated the importance of consistency in teaching with experienced and capable coaches. Discussion ensued.

Ms. Lamaster indicated there were hours of ice rental time already booked and the entire Watts Center could be booked for large private functions.

After discussion, Commissioner Kimble moved to approve the 2010 – 2011 Watts Ice Recommendations as presented. Commissioner Lee seconded the motion. The result of a roll call vote follows:

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

Takiff Center Usage Report Mr. Van Arsdale reviewed the Takiff Center Usage Report with the Board. The report indicated the days and time when the Center was used by patrons. The facility is used more during the weekdays than weekends.

Mr. Van Arsdale indicated that one of the items mentioned in the very preliminary survey results being compiled by the Public Research Group (PRG) indicate that residents would like to have some exercise or fitness equipment at the Takiff Center.

Mr. Weinberg stated when the renovations for the then Community Center were proposed before the referendum in 2006, there was a community-wide survey done and at that time residents wanted a fitness center but were not willing to have their taxes increased to accommodate a fitness center; then an expansive fitness center was taken out of the first plans and the current plan for the Center was prepared. However, now the demographics of the residents may have changed to now want a fitness center or fitness equipment. Discussion ensued.

Mr. Van Arsdale indicated the Public Research Group will present its findings at the October regular Board meeting. After that information is made available, a change in room use in the Takiff Center could be reviewed.

Set Committee Meeting Dates It was the consensus of the Board to tentatively set Committee meeting dates for Tuesday, October 19, 2010 beginning with the Recreation Committee at 6 p.m., Personnel Committee at 6:30 p.m., Finance Committee of the Whole at 7 p.m. followed by the regular Board meeting at 7:30 p.m. Ms. Mensinger indicated she needed information from Cook County before staff could prepare the Tax Levy Ordinance and staff was also waiting for health insurance renewal information.

A Communications Committee meeting will also need to be scheduled.

Staff Reports Staff had no additional comments to add to their written divisional reports.

Other Vice President Lee wanted to thank Athletic Program Manager Kraig Owens for his thorough work; he is always at the schools checking on his programs. She continued by stating the Parks Department is always willing to help. She also thanked Director of Finance/Human Resources for her thoroughness.

Adjourn With no further business, at 8:40 p.m. Commissioner Kimble moved to adjourn. Commissioner Weinberg seconded the motion which passed by unanimous voice vote.

Respectfully submitted,

Donald P. Van Arsdale
Secretary