

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 18, 2012

The meeting was called to order at 7:45 p.m. and the roll was called. Present: Commissioners Max Retsky (President), Trent Cornell (Vice President), Bob Kimble (Treasurer), Hilary Lee, and Andre Lerman. Staff present included Interim Executive Director/ Secretary Steve Nagle, Director of Parks Rick Bold, Director of Finance/Human Resources Carol Mensinger, Director of Recreation Cheryl DeClerck, Manager of Marketing and Communications Sandra LoCascio, and Watts Facility Manager David Johnson.

Members of the public in attendance included Glencoe residents Brad Holtzman, 350 Madison; Seth Palatnik, 1191 Fairfield Road; Robert Footlik, 940 Sheridan; Roberta and Robert Ury, 263 Dennis Lane; and Nicole Wineman, 410 Greenwood. Also in attendance were Irv Leavitt, Pioneer Press reporter, and Terry Porter and Heidi Voorhees from Voorhees Associates.

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

AYES: Lerman, Lee, Kimble, Cornell, Retsky
NAYS: None
ABSENT: None

Interim Executive Director Report Interim Executive Director Nagle stated the Centennial Gala will be held on Thursday, December 6. There will be activities and demonstrations provided by District teachers and independent contractors. Caterers will be providing refreshments. Staff is hoping the Board can assist in making connections for monetary or in kind services from area merchants. The Children's Circle program was recognized for being the Best Day Care in New Trier Township by the Glencoe Patch. The District will be honored by the Illinois Association of Park Districts at its "Best of the Best Gala" for its 100 year anniversary. The District will be painting the childhood entrance at the Takiff Center. An informational memorandum was sent to patrons addressing the remediation, which will begin in September; there were no comments from patrons.

Financial Report Director of Finance/Human Resources Mensinger stated with six months of the fiscal year completed, the District's finances remain positive. The recreation programs look good, the beach revenues and net are higher than in previous years, and Children's Circle net also increased compared to previous years. She stated the District received the second installment of real estate tax revenues in August, which is two to three months earlier than in previous years.

Matters from the Public To a comment from a resident, the District's mobile app includes information on Board and committee meetings, as well as time and/or date of meetings that are changed. Mr. Cornell stated the website also has meeting information.

Finance Committee of the Whole

A. Preliminary Levy Discussion Ms. Mensinger gave a review of the levy discussion process. She stated the first step for the Board to determine the District's aggregate levy amount, then to approve the 2012 Tax Levy Ordinance, which is filed with the Cook County Clerk's Office. The levy process is the legal prerequisite to a governmental entity receiving money from taxation which is the authority to collect tax revenues to finance the District's expenses. Discussion ensued. She stated that tax cap legislation limits tax growth on the existing Equalized Assessed Valuation (EAV). Staff recommends an operating levy amount, which is 3.98% greater than last year's tax extension. This would allow for County's 3.0 CPI plus estimate 0.98% for potential new growth.

B. Update on IT System Plan Ms. Mensinger stated that at last month's meeting, the Board approved going forward with the IT System Plan. She stated the first phase of the System Plan primarily involves the purchase and installation of the specific hardware components that must be in place before the Vermont Systems Inc. (RecTrac) software system can be installed. Ms. Mensinger stated she and District's software consultant have met with Excalibur Technology regarding Phase One and Phase Two of the Plan, which includes services to implement the hardware infrastructure change and to complete the implementation of the new RecTrac program system. Discussion continued. Ms. Mensinger stated the Board had already approved the System Plan and related budget; however, she just wanted to keep the Board up-to-date as the computer system upgrade project moves forward (i.e. not cancelled)

Recreation Committee Report

Ms. DeClerck stated there were 187 more children in summer camps than previous years. To a question from President Retsky, Ms. DeClerck stated both sessions of programs for 2-year olds are running (i.e. not cancelled).

Special Projects and Facilities Committee

A. Update on Beach Stairway Wall Structural Repair Mr. Nagle stated he has met with consultants regarding the repair that will be needed. He will be meeting with a geotechnical consultant to review any drag, pulling, or shifting on the bluff. Discussion ensued. Mr. Nagle stated this repair was not included in the capital projects for this fiscal year and the District is reviewing funding options for the repair. He continued by stating he is working with Village of Glencoe staff to design a better way to direct water from the Halfway House more efficiently. The consultants have estimated the stairway repair project could cost up to \$150,000. Staff is hoping to get the repair completed before winter.

After further discussion, the Board reached consensus to authorize the Interim Executive Director to spend up to \$10,000 for continued investigation with a geotechnical firm for the stairway and wall repair at the Glencoe Beach.

Mr. Nagle stated staff will have a better idea of the project costs in the next few weeks.

B. Discussion of 2011/2012 Watts Ice Center Report and Possible Approval of 2012/2013 Watts Ice Center Recommendations Committee Chair Cornell asked Mr. Nagle to lead the discussion. Mr. Nagle stated the recommendations are included in a summary prepared for Board review. The report was reviewed by the Watts Advisory Group at its meeting earlier this month. Mr. Johnson continued the review the report. There were mid-level capital operational items to include which were recommended by the Committee. Mr. Nagle stated last year there were mechanical repairs required on major equipment at Watts. Discussion ensued.

Mr. Cornell then moved to approve the 2012 – 2013 Watts Ice Center Recommendations as presented. Commissioner Lee seconded the motion. The result of the roll call vote follows:

AYES: Lerman, Lee, Kimble, Cornell, Retsky
NAYS: None
ABSENT: None

Staff Safety Committee Mr. Nagle stated there was no staff safety committee this month; however, staff is preparing for routine fire and safety drills, and training that occurs when patrons are in District buildings.

Old Business

A. Discussion and Possible Approval of Resolution No. 787: A Resolution Providing that the Board of the Glencoe Park District, Cook County, Illinois Shall be Comprised of Seven Members Commissioner Lee felt this was not the time to consider this now. Discussion ensued. Mr. Cornell stated this item has been discussed previously in conjunction with reducing the term of office from six years to four. Mr. Lerman stated he would like to have the Board increased to seven members. After discussion, the item was tabled.

B. Update on Shared Services with Village of Glencoe Mr. Nagle stated staff will have a meeting with representatives for the Village of Glencoe so District staff can learn how to place holidays lights on Village trees in downtown. Mr. Cornell inquired about the tree inventory and the number of trees impacted by the Emerald Ash bore disease. Director of Parks Bold stated the Village is reviewing the infected trees and taking remedial action when appropriate. Discussion ensued. Mr. Nagle stated the shared services is at the mid-point of the agreement and not all costs are known. Commissioner Lerman requested a mid-point report at the October Board meeting.

C. Centennial Event – December 6 – Past, Present and Future Update Mr. Nagle had no additional comments.

New Business

A. Discussion of Strategic Plan Mr. Nagle stated he had asked department heads to provide him with a list of District initiatives taken or to be taken in the near future. He stated there are projects necessary to be accomplished soon, others there are routine

and have already been completed, and others should be included in a District master plan or comprehensive plan. Mr. Nagle stated the District will be installing a new computer system. Discussion ensued. Commissioner Kimble indicated that expanding adult and young adult programs is important. Commissioner Lee stated it is important for the community to know that the Takiff Center is not just a preschool and residents should be welcome to the building for a variety of activities and programs. Mr. Nagle stated staff will further refine the components of the strategic plan process to develop a master plan.

B. Northern Suburban Special Recreation Association Report Mr. Nagle shared with the Board an update from NSSRA regarding the upcoming Member Agency Contribution (MAC). Ms. Mensinger stated there will be a small operational increase in the District's MAC contribution to NSSRA. Mr. Nagle stated NSSRA, with its facilities currently in a commercial area, is looking to develop a state-of-the-art facilities for its programs as part of a NSSRA member agency's facilities.

C. Discussion and Approval of Painting the Entrance Area at the Takiff Center Commissioner Cornell moved to approve painting the entrance area of the Takiff Center for a cost up to \$15,000. Commissioner Lerman seconded the motion. The result of the roll call vote follows.

AYES:	Lerman, Lee, Kimble, Cornell, Retsky
NAYS:	None
ABSENT:	None

Freedom of Information Act Requests Mr. Nagle stated the District has not received any requests since the last meeting

Staff Reports Director of Finance/Human Resources Mensinger indicated the District's legal calendar for the upcoming year was included in the Board packet for the Board's information.

Matters from the Public There was no one wishing to address the Board.

Other

Closed Session in Accordance with Section 2(c)1 of the Open Meetings Act At 9:05 p.m. Commissioner Lerman moved to adjourn into Closed Session in Accordance with Section 2(c)1 of the Open Meetings Act. Commissioner Kimble seconded the motion. The result of the roll call vote follows:

AYES:	Lerman, Lee, Kimble, Cornell, Retsky
NAYS:	None
ABSENT:	None

The meeting reconvened in regular session at 9:50 p.m.

Action, If Any, Taken in Closed Session There was no action taken.

Adjourn With no further business, the meeting adjourned at 9:51 p.m. on a motion from Commissioner Kimble and a second from Commissioner Lerman.

Respectfully submitted,

Steven T. Nagle
Secretary