

**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, OCTOBER 16, 2012

The meeting was called to order at 7:32 p.m. and the roll was called. Present: Commissioners Max Retsky (President), Trent Cornell (Vice President), 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, and Manager of Marketing and Communications Sandra LoCascio.

Members of the public in attendance included Glencoe residents Lisa Brooks, 6212 Skokie Lane South; Bob Footlik, 940 Sheridan; Kimberli MacPherson, 171 Wentworth; Jane McShane, 27 Crescent; Seth Palatnik, 1191 Fairfield Road; Gael Strong, 400 Washington; Tom Sparks, 680 Vernon; and Nicole Wineman, 470 Greenwood. Also in attendance were Toni Risdon, 738 11<sup>th</sup> Street, Wilmette; and Irv Leavitt, Pioneer Press reporter.

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

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

Matters from the Public President Retsky then inquired if there was anyone present wishing to speak on an item not on the agenda. The first person recognized was Tom Sparks. He stated he is an active user of the beach. He was at the meeting with other members of the community and wanted to make a formal presentation about problems at the beach, which have evolved over the years. He stated that are safety, trash, smoking issues to name a few. He has had discussions with staff on this. He continued by stating the character of the beach has changed over the years. There are many more people using the beach. He stated he moved to Glencoe because of the beach and he is a boat owner.

President Retsky mentioned that Mr. Sparks and other representatives should be invited to a Special Projects and Facilities Committee to give input to the Committee on their concerns.

Mr. Cornell stated discussion of the beach operations will be included on an upcoming agenda for the Special Projects and Facilities Committee to discuss the beach and a review of the summer. He stated members of the Glencoe Beach and Lakefront Advisory Group would be invited to that meeting.

Discussion continued. He indicated issues of concern include, but are not limited to, swimmers swimming in unguarded areas, smoking by beach patrons and employees, children skateboarding down the road from the Halfway House to the water plant, patrons ignoring lifeguards instructions, patrons playing tennis at the Lakefront Park tennis courts without proper attire and shoes, inappropriate language used by patrons, and lack of supervision at the Halfway House. Mr. Sparks felt that Public Safety was uncomfortable coming to the beach to enforce rules. Public Safety checks the beach in the morning looking for dog walkers and seemed reluctant to respond for other infractions.

Mr. Cornell stated the District does not have a police force so communication with Public Safety is important.

Discussion continued. Next to speak was Lisa Brooks. She stated she is an avid beach user and was concerned about the number of people who visit the beach. The beach is beautiful resource for all those who visit it. She has paid close attention to safety.

President Retsky then recognized Bob Footlik; who stated he has been dissatisfied with the training and attitude of staff. He was concerned staff does not fully understand its responsibilities while at the beach.

Mr. Lerman stated he appreciated the comments from the members of the Glencoe Beach and Lakefront Advisory Group in attendance at this meeting. He felt he knows the operation of the beach and boating beach as his children have worked at the beach in previous years. Mr. Lerman stated the training for all lakefront staff has improved over the years. He felt there were positive things that occurred this year. Crowd control is an issue. The advisory group will provide input to the Special Projects and Facilities Committee and then a mission and vision for the beach.

Mr. Cornell inquired about the report from the advisory group. Mr. Sparks stated the advisory group will be presenting its extensive report later.

President Retsky stated some of the issued could have been addressed during the summer while others can be addressed for next summer.

President Retsky then recognized Toni Risdon. She was concerned about middle management staff.

Discussion ensued. Mr. Cornell felt it was important to have immediate information so changes and revisions can be addressed. He stated there will be a meeting of the Special Projects and Facilities Committee on November 1.

The Commissioners thanked those in attendance for their comments.

Interim Executive Director Report Interim Executive Director Nagle began his report by stating Northern Suburban Recreation Associations Foundation (NSSRF) had a very successful *Swing Golf* outing.

He then said there are play pieces have been or are being removed from Friends Park due to damage. Mr. Nagle stated he has been working with Director of Parks Bold to replace this park. Capital dollars have earmarked for replacement of the equipment at this park for the District's next fiscal year.

President Retsky stated there will be limited play structures at Friends Park. Mr. Nagle stated more permanent signage will be placed at Friends Park to keep the patrons informed of the renovation of the park and input from residents is also be requested. He stated three residents have expressed interest in the renovation of Friends Park.

Director of Parks Bold stated it will take about two months to replace the play pieces and the walkways could remain. There are different age groups that use the park; it might be necessary to remove a couple of spruce trees that now block sightlines because they have grown since the park was renovated in the mid-1990s. Mr. Bold stated the Friends of Friends Park raised funds for the renovation of the park. Donors to the Friends of Friends Park were memorialized in a location in Friends Park.

Commissioner Lerman discussed fund raising for Friends Park. Mr. Bold stated the Friends of Friends Park took several months to raise funds for the renovation of the former Zoo-ette Park.

Discussion of the renovation of Friends Park continued. It was hoped that the plans for the renovated Friends Park would be available at the Centennial Culmination Event . *GPD: Past, Present, Future* on December 6 for residents to review. Mr. Nagle stated staff has been in discussion with a playground consultant to get ideas for renovating Friends Park with new equipment and surfaces.

Commissioner Lee stated playground equipment has changed over the years. Mr. Nagle thought it was important to have a marketing display kiosk at the renovated Friends Park. Discussion continued.

After further discussion, the Board reached consensus for the staff to begin to develop conceptual plans for Friends Park.

Financial Report Director of Finance/Human Resources Mensinger stated the District's financial projects look positive compared to the last two years. Revenues continue to grow over what was budgeted.

Finance Committee of the Whole Report: Truth in Taxation Resolution Number 788  
Ms. Mensinger stated the staff has discussed the Levy Ordinance previously with the Board. She stated the Board needs to approve the Truth in Taxation Resolution and the public hearing for the Levy Ordinance will be held in November. After discussion,

Commissioner Cornell moved to approve Truth in Taxation Resolution Number 788 as presented. Commissioner Lee seconded the motion. The result of the roll call vote follows:

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

Discussion of Property at 27 Crescent Drive Interim Executive Director Nagle stated the neighbor to the park has encroached into park district property. The owner would like to purchase the property. Mr. Nagle stated any legal fees along with the cost of the property would have to be paid for by the owner.

Vice President Cornell stated the Special Projects and Facilities Committee discussed this property issue at its last meeting and explained that the process could take several months. Discussion ensued.

Commissioner Lee expressed concern that the discussion of a potential sale should be in closed session.

After further discussion, it was the consensus of the Board to consider further discussion on 27 Crescent Drive after conferring with the District's legal counsel to learn if the discussion should be in open or closed session. There was consensus from the Board that additional information was needed on the procedure to sell park property.

Ms. Jane McShane, owner of 27 Crescent Drive, stated she had a plat of survey done when she purchased the home. She would like to have an outdoor pool installed and the necessary fencing for the property.

Mr. Cornell stated he would like to have this item on upcoming agenda after conferring with the District's attorney.

Discussion continued if there could be an easement on the property in question rather than a sale of park property. Mr. Nagle stated there could be some zoning concerns with the Village.

Centennial Committee Report Commissioner Lee stated the December 6 event will be geared toward adults and children. She has been in contact with the Glencoe Golf Club and other Glencoe merchants about participating in the event. Mr. Cornell stated it was important to contact former Commissioners and other Glencoe dignitaries.

Personnel and Policy Committee

*A. Discussion and Approval of Health Insurance Renewal Options* Director of Finance/Human Resources Mensinger stated she attended a meeting with

representatives of PDRMA regarding health insurance. Ms. Mensinger stated this renewal would include health, EAP and life insurance. She stated the dental insurance coverage has a renewal date of February each year. Discussion ensued. After discussion, Commissioner Lerman moved to approve that the District maintain the net deductible at \$400 (i.e., \$500 deductible purchased with PDRMA Health with a \$100 reimbursement from the District at the 35% level), that there will be a change in employee contribution levels as presented, and that the District utilize \$4,000 of the current Medical Reserve. Commissioner Cornell seconded the motion. The result of the roll call vote follows:

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

Recreation Committee Report Vice President Cornell began the Committee's report by stating several items were discussed with one needing Board approval.

*A. Discussion and Possible Approval of 2013/2014 Program Fees* Mr. Cornell stated the District is holding the line on fees. He then moved to approve 2013/2014 program fees as presented. Commissioner Lee seconded the motion. The result of the roll call vote follows:

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

*B. Discussion of Private Lesson*

*C. Discussion of Fitness Schedule*

Mr. Cornell stated there will be additional revisions to the District's private lessons and the fitness schedule and these changes will be discussed at upcoming Committee meetings. He stated additional marketing for these programs may be postponed until the District's new recreation registration system is installed.

*D. Discussion of Summer Camps* He continued by stating the District had a very successful summer camp season. Mr. Cornell stated there will be a kick off for summer camps at the Centennial Event on December 6.

Special Projects and Facilities Committee Report

*A. Discussion and Possible Approval of 2012-2013 Watts Concession* Committee Chair Cornell it was the recommendation of the Committee to reject all bids submitted and install additional vending machines during the Watts skating season. President Retsky moved to reject all bids submitted for the Watts 2012-2013 Concession. Commissioner Lerman seconded the motion. The result of the roll call vote follows:

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

ABSENT: Kimble

*B. Discussion of Beach Stairway Repair* Committee Chair Cornell reviewed information regarding the stairway repair. Commissioner Lee moved to approve the hiring of Ground Engineering Consultants, Inc. for field investigation and to prepare geotechnical engineering and recommendations regarding the beach stairway repair at the Glencoe Beach in an amount not to exceed \$2,215. President Retsky seconded the motion. The result of the roll call vote follows:

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

Mr. Nagle stated the bid opening for the stairway project will be October 29, and staff would like to have a Special Board meeting on November 1, 2012 for possible approval of the bid.

*C. Discussion and Possible Approval Rental Rate Increase – Congregation Hakafa* Mr. Cornell stated Congregation Hakafa has been a user of the Community Center and then the Takiff Center for many years. He felt the proposed increase is appropriate. He then moved to approve an increase effective with school year 2013-2014 to \$43,000. Commissioner Lee seconded the motion. The result of the roll call vote follows:

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

Staff Safety Committee Interim Executive Director Nagle stated staff has begun implementation of new safety procedures. He continued by stating Manager of Recreation Services Emily Vanderkamp and Takiff Center Manager Ali Mevis will implement new safety procedures for staff. He stated there was a staff safety procedures meeting recently at the Takiff Center. It is planned there will be staff safety procedures review quarterly or as needed, especially as new staff is hired.

Illinois Association of Park Districts . Glencoe Park District's 100 Agency Anniversary Mr. Nagle stated the District was recently recognized by the Illinois Association of Park Districts for its 100 anniversary.

#### Old Business

*A. Shared Services with the Village of Glencoe* Mr. Nagle stated District staff and Village staff gave a summary of the shared services program with the Village. He stated that there are line items differences between the Village and District for accounting purposes and allocating staff time. He stated there is money saved and some efficiencies. in the shared services program. Mr. Nagle stated there will be a big impact on the District as it will be responsible for installing holiday lights in downtown Glencoe. Discussion continued.

Director of Parks Bold stated one concern is the District's trees are located in parks, which are more difficult to access for removal compared to residents' homes, which have easier street access. He stated he is concerned about treating trees infected with Emerald Ash Borer and their care. Mr. Bold stated in the fall the Parks Department staff is responsible for closing the Glencoe Beach and Boat House, preparing Watts Ice Center for the season, and field irrigation. Mowing was not difficult this summer because of the drought. Discussion continued.

Mr. Nagle stated the all Village newsletter has been successful as it includes information from the Village, School District #35, and the Park District. Manager of Marketing and Communications LoCascio stated this project is being done more %a house+with the three organizations, which will reduce costs.

Commissioner Cornell stated the District was able to use Village of Glencoe tree inventory computer program to track the trees, which need to be removed or maintained.

Commissioner Lerman stated the shared services program should save money for tax payers.

#### New Business

President Retsky indicated if there was going to be a staff holiday event this year. Interim Executive Director Nagle stated a staff holiday party has been established.

Ms. Retsky then complimented staff on its quick response to Friends Park play piece removal and demotion.

*A. Discussion and Approval of Staff Attendance at Illinois Association of Park Districts/Illinois Park and Recreation Association Annual Conference – January 24- 26, 2013.* Interim Executive Director Nagle stated staff in-service expenditures need approval if the cost is over \$2,000. Mr. Nagle stated there will be staff coverage while other staff members are attending the conference. Commissioner Lerman moved to approved up to eleven staff members to attend the Illinois Association of Park District/ Illinois Park and Recreation Association Annual Conference January 24 - 26, 2013 for registration, lodging, and other necessary expenses. President Retsky seconded the motion. The result of the roll call votes follows:

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

Freedom of Information Act Request Report Mr. Nagle stated there have been no Freedom of Information Act Requests received since the last Board meeting.

Staff Reports Interim Executive Director Nagle stated Director of Finance/Human Resources Mensinger and he recently attended the IAPD's Legal Symposium. He continued by stating this is an opportunity to learn what legislation is pending or has been approved. He stated the state approved legislation regarding radon gas testing for licensed childcare centers. Mr. Nagle stated the District was already aware of this new legislation.

To a question from President Retsky, Director of Parks Bold stated the renovation of Friends Park will include Americans with Disabilities Accessible Act (ADA) play equipment. Mr. Nagle stated some of the funding for ADA equipment could come from the Special Recreation Fund. Friends Park was ADA accessible when it was designed; there have been further changes to the ADA requirements which will be incorporated in the new playground.

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

Closed Session Vice President Cornell indicated there was no need to have a closed session at this time. He said the search for the next executive director is continuing.

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

Other There was no other business.

Adjourn With no further business, the meeting adjourned at 9:31 p.m. on a motion from Commissioner Lerman and a second from Commissioner Lee.

Respectfully submitted,

Steven T. Nagle  
Secretary