

MINUTES OF OCTOBER 21, 2025 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:00pm and roll was called.

Commissioners present:

Michael Covey, President
Nicole Reifman, Vice President
Jackie Avitia-Guzman, Treasurer
Gary Hazan, Commissioner
Megan Cummins, Commissioner

Staff present:

Lisa Sheppard, Executive Director and Secretary
Kyle Kuhs, Director of Parks and Planning
Bobby Collins, Deputy Director of Rec and Facilities
John Cutrera, Director of Finance and HR
Erin Classen, Superintendent of Marketing and Comm.

Members of the public in attendance who signed in or spoke: None

Consent Agenda: A motion was made by Commissioner Reifman to approve the consent agenda items as presented, including the Minutes of the September 25, 2025 Regular Board Meeting, Minutes of the October 7, 2025 Committee of the Whole Meeting, and Approval of the Bills. Commissioner Hazan seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Covey, Reifman, Hazan
NAYS: None
ABSENT: Avitia-Guzman

The motion passed.

Matters from the Public: None

AARPA National Gold Medal Award Finalist Presentation: Mike Kies, Vice Chair of the Gold Medal Committee, representing the American Academy for Parks and Recreation Administration, presented the Glencoe Park District staff and commissioners with the 2025 Gold Medal Finalist plaque. The National Gold Medal Award is the most prestigious honor in the park and recreation profession, recognizing agencies that exceed industry standards in serving their communities. The Glencoe Park District was recognized as one of four national finalists in Class IV, for communities serving fewer than 30,000 residents. Kies highlighted the District's achievements in community engagement, sustainability, safety, fiscal responsibility, and program excellence. He commended the District's strategic approach to financial sustainability and dedication to enhancing the quality of life for residents through exceptional programs and facilities. Speaking personally, he shared that, as a 30-year professional in the field, he considers the Glencoe Park District one of the best districts, noting the strong leadership of Executive Director Lisa Sheppard and the highly respected and collaborative staff team. He concluded by congratulating the District on its outstanding accomplishments and expressing his belief that a Gold Medal award win is in Glencoe's future.

Approval of Resolution No. 979 Carol Spain Commissioner Service: Commissioner Covey read the resolution recognizing former commissioner Spain's leadership as Board President and Plan Commission Representative, and her significant contributions to numerous park redevelopment projects, including Veterans Memorial Park, Duke Park, Lakefront Park Playground, and Milton Park Playground. The resolution acknowledged her support for childcare initiatives, her role in the District earning accreditation, and her instrumental efforts in the successful \$14.7 million infrastructure referendum. She could not be here, but we will mail her the resolution. No further discussion ensued. Commissioner Covey motioned to approve and Commissioner Hazan seconded the motion. Roll call vote taken:

AYES: Covey, Hazan, Reifman
NAYS: None
ABSENT: Avitia-Guzman,
Motion passed.

Approval of Resolution No. 980: Jared Barchenger 10 Years of Service: Commissioner Covey read the resolution acknowledging 10 years of service by Parks Maintenance Manager Jared Barchenger. Jared was hired in 2015 as a Parks Trade Specialist and was commended for his leadership, staff mentorship, and contributions to park maintenance, safety, and sustainability initiatives. His efforts in event support, facility management, and environmental stewardship were highlighted as key to the District's success. Director Kuhs, Executive Director Sheppard, and the Board expressed appreciation for his commitment, expertise, and lasting impact on the community. Covey motioned to approve and Commissioner Hazan seconded the motion. Roll call vote taken:

AYES: Covey, Hazan, Reifman
NAYS: None
ABSENT: Avitia-Guzman,
Motion passed.

Approval of Appointment of Megan Cummins to fill vacancy on Glencoe Park District Board of Commissioners: The Board of Commissioners came to a consensus at the last meeting to appoint Megan Cummins to fill the vacant board position, filling the remainder of Carol Spain's term. Commissioner Reifman motioned to appoint Megan Cummins and Commissioner Hazan seconded the motion. Roll call vote taken:

AYES: Covey, Hazan, Reifman
NAYS: None
ABSENT: Avitia-Guzman,
Motion passed.

Oath of Office Megan Cummins: Executive Director Sheppard, as Board Secretary, issued the Oath of Office to Megan Cummins.

Presentation and Discussion on 2025 Camp Report: Summer Camp management staff, including Director Collins, Assistant Director of Recreation Adam Wohl, and Program Managers Andrew Valett and Emily Holmberg, provided a presentation of the 2025 Summer Camp report (provided in supplements). The team provided information on camp activities, enrollment, revenue, evaluation, and future considerations. Staff answered board questions, and the Board congratulated staff on another successful summer camp season.

Presentation and Follow-Up Discussion on Glencoe Beach Trellis and Sun Shelters: Director Kuhs presented revised concept plans for the Glencoe Beach Sun Shelters, prepared by Wight and Co., after discussion and feedback from the Board following the last design presentation. The goal of this discussion was to narrow down the options so 2 options could be presented to the community in the beach improvement survey that will go out to the community. The Board reviewed the refined versions of the previous designs, Option 1 with a gabled roof matching the beach house, and two new variations of Option 2: 2A with a simplified flat-roof design and 2B with a more modern version with stone elements. After discussion, the Board came to a consensus that Option 1 and Option 2A would move forward for community input, noting that 2A provided a cohesive, lighter look and was more consistent with the current beach aesthetic. The upcoming community survey and Lakefront Advisory Committee feedback will help inform the final design process before final input and approval from the Board.

Financial Report:

Director Cutrera gave an overview of the Quarter 2 Financial Projections, noting that the Park District remains in a strong financial position midway through the fiscal year. Overall, operating funds show a favorable variance of about \$559,000, with \$185,000 from the Corporate Fund and \$374,000 from the Recreation Fund. The positive results are largely due to higher-than-expected interest income, slightly higher property tax collections, staff vacancies, and health insurance savings. Children's Circle also exceeded revenue projections due to increased enrollment and expanded classrooms. Capital projects show a \$4.2 million variance, mostly due to timing, as the Maintenance Center and West Park projects will roll over to FY27. Staff confirmed that \$2.45 million was transferred to the Master Plan Capital Fund as planned. Cook County's delayed billing and software issues have postponed distributions of property taxes, but the District's strong fund balance will cover December debt payments without the need for bridge loans. The full FY27 budget process will continue through early 2026, with Board approval anticipated in March.

Executive Director's Report: Executive Director Sheppard provided highlights from her report, including inviting the Board to attend IAPD's Legal Symposium and IPRA Annual Conference.

Director Kuhs provided an update on some of the larger park projects. Several park and facility projects are nearing completion or making steady progress. Milton Park is

progressing well, with the structure fully assembled, concrete footings poured, and underdrains installed. It is expected to be completed in the coming weeks. At Shelton Park, the racket courts and pathway project are fully finished, including the installation of noise-dampening panels for the pickleball courts, which are now open. Although usage has been minimal so far, it's anticipated to increase by spring. Additionally, the greenhouse project at Shelton Park is about to begin, with equipment already delivered and ground-breaking expected imminently. At the Takiff Center, demolition for the maintenance center and ball field is mostly complete, but progress is slowed due to delays in obtaining a permit from the Metropolitan Water Reclamation District (MWRD). Discussions with the village are underway to determine what work can continue during the wait. The primary goal remains to finish the ballfield in time for spring programming.

The District was an IAPD Best of Best Award winner for Best Green Practices.

We have our Halloween event, Boo Bash, at the Takiff Center this Friday, October 24th, from 5-7pm.

Action Items:

Approval of Resolution No. 981, Truth in Taxation: Commissioner Covey read the Truth in Taxation resolution and moved to approve after consensus and discussion at the last Board meeting. Commissioner Reifman motioned to approve, and Commissioner Hazan seconded the motion. No discussion ensued. Roll call vote taken:

AYES: Covey, Reifman, Hazan

NAYS: None

ABSENT: Avitia-Guzman

Motion passed.

Election of President and Vice-President: Executive Director Sheppard, as Board Secretary, opened nominations for President of the Board. Commissioner Reifman nominated Michael Covey and Commissioner Hazan seconded the nomination. Executive Director Sheppard opened nominations for Vice President of the Board. Commissioner Covey nominated Nicole Reifman and Commissioner Hazan seconded the nomination. Both parties agreed to their roles. Roll call vote taken:

AYES: Covey, Reifman, Hazan, Cummins

NAYS: None

ABSENT: Avitia-Guzman

Motion passed.

Other Business: None

Executive Session: There was no reason to enter into Closed Session

Adjourn: Commissioner Covey moved to adjourn at 8:35 PM. Hazan seconded the motion. The motion passes via voice vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lisa M. Sheppard". The signature is fluid and cursive, with a large, stylized "S" at the end.

Lisa M. Sheppard
Secretary