

**APPROVED**

MINUTES OF MARCH 18, 2014 REGULAR BOARD MEETING  
GLENCOE PARK DISTRICT  
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:30 p.m. and roll was called. Commissioners present: President Bob Kimble, Vice President Hilary Lee, Treasurer Seth Palatnik, Commissioner Andre Lerman, Commissioner Steve Gaines; Staff present: Executive Director/Board Secretary Lisa Sheppard, Director of Finance/Human Resources Carol Mensinger, Director of Parks Rick Bold, Director of Recreation and Facilities Dave Figgins, Manager of Marketing and Communications Erin Maassen, and Administrative Assistant Jenny Runkel.

Members of the public in attendance Glencoe News reporter Dan Dorfman.

Consent Agenda: A motion was made by President Kimble to approve the consent agenda items as presented including Minutes of the February 18, 2014 Regular Board Meeting, Minutes of the February 11, 2014 Finance Committee of the Whole Meeting, and Approval of the Bills. Commissioner Lerman seconded the motion. Roll call vote taken:

AYES: Gaines, Lerman, Palatnik, Lee, Kimble  
NAYS: None  
ABSENT: None

Matters from the Public: There were no matters from the public.

Financial Report: Director of Finance/Human Resources Mensinger stated the District fiscal year was complete as of February 28, 2014. What you will not see in these numbers are accruals back from the first payroll in March, utilities, miscellaneous supplies, etc. In a comparison of the last couple of years, recreation is up and day care is up from a slow start at the beginning of the year. Beach and boating did not quite meet numbers from last year, however was not as bad as two years ago. Watts was similar to last year, and Administration and Parks stayed the same from last year. The Auditors will look at the numbers in April.

Discussion and Approval of Fiscal Year 2014/2015 Budget – Approval Draft:

Action Item:

Treasurer Palatnik commented that we have held a vibrant discussion of the budget, with no surprises, seems in line with expectations and plans for the Park District this year.

Approve the Fiscal Year 2014/2015 Budget: A motion was made by Commissioner Lee to approve the Fiscal Year 2014/2015 Budget as presented. Commissioner Lerman seconded the motion. Roll call vote taken:

AYES: Gaines, Lerman, Palatnik, Lee, Kimble  
NAYS: None  
ABSENT: None

Mensingher added that the Budget Appropriations Board Minutes is posted in our offices for 30 days with a publication in the newspaper giving notice for a public hearing to allow for comment on the budget. It will then be officially approved by the Board and filed with the Cook County Clerk's office.

Discussion and Approval of the Intergovernmental Agreement relating to Shared Service Programs between the Glencoe Park District and the Village of Glencoe for the Period between March 1, 2014 and February 28, 2017: President Kimble asked for further comments before taking action on this item. Commissioner Gaines asked for clarification on if back billing would occur in the future for repairs on machinery. Bold indicated yes and confirmed that the fees the Village charges back are competitive. Sheppard added that we just pay for parts for repairs and not labor. She also indicated that are some repairs that the Village cannot do and for those we take to an outside garage. Bold added they get pre-approval before any repairs are done. Figgins also added that we can add vehicles and equipment as needed. Sheppard indicated that there are some additions to the three-year agreement. The biggest change is that the Village is negotiating with the Cook County Forest Preserve to maintain Turnbull Woods. If the Village does enter in an agreement, that property would be included in our agreement. Weeding the islands, as needed, will also be added on an approximate monthly basis. Sheppard responded to Lee's question on why the Village was entering this agreement with the forest preserve, and Sheppard responded so that the area would be better maintained. Director Sheppard also mentioned that she asked the Village to inquire if this area could ever become a dog park. The Village indicated that the current Forest Preserve board does not favor dog parks, for unknown reasons. The agreement also includes a negotiation clause, in case changes are warranted.

Action Item:

Approve the Shared Services Agreement with the Village of Glencoe: A motion was made by President Kimble to approve the Shared Services Agreement with the Village of Glencoe as presented. Commissioner Palatnik seconded the motion. Roll call vote taken:

AYES: Gaines, Lerman, Palatnik, Lee, Kimble  
NAYS: None  
ABSENT: None

Staff Reports: President Kimble asked if anyone had any additional comments to the written divisional reports included in the Board packet. Maassen commented that the brochure will be at the Post Office tomorrow. The first use of the RecTrac Interface went

smoothly. The Spring/Summer Guide also has a new pull out on the front page of the whole schedule of events. In addition, our first Real-Time Registration will start April 9 following Spring Break.

Gaines commented on the Villages proposed parking lot near Friends Park. Sheppard stated that the issue has been pulled from the Village agenda because the homeowner took a different offer on the property. There is nothing to discuss at this point.

Figgins reported that when the brochure comes out, you will notice more offerings for Adults. On Thursday, we are hosting the Cupcake Wars contest with more than 65 Jr High students, a collaboration effort with Winnetka Park District.

Sheppard and Maassen added that this summer we will have children's concerts on Tuesday mornings, adult concerts on Thursday evenings at Kalk Park, Park-n-Play at different parks around town, Pirate of the Pier, and Biscuit, Bones and Bunnies Hound Hunt on April 19.

Figgins mentioned that a meeting was held earlier that day regarding enhancing the Fourth of July events.

We closed Watts Ice Center on March 7, we were able to extend a few days until the weather got too warm. Commissioner Lerman complimented on the team's flexibility in enabling the Ice Center to remain open longer. The end of the season report for Watt's will be included in next month's Board Packet.

President Kimble received feedback about programming today when out voting. He complimented the team on growth in adults and teen programming and working in collaboration with other entities. This is resonating through the community, which has noticed the changes.

Executive Director Report: Please review my report, which is enclosed in the Board Packet.

The 2014 Legislative Conference is coming up April 29-30, the Board is welcome to attend, meet our legislators. Once our Master Plan is complete, we will be working with them on grants. Lee added that it is an enlightening experience and she recommends attending.

Sheppard gave a Master Plan Update including public and staff focus groups. We held 10 public and key stakeholder focus groups. Public participants were chosen randomly from our database. Staff and commissioners were not invited to attend the public or key stakeholder meetings so that participants felt free to share. The Board Focus Group will occur after the April Board Meeting at 7:00p. Sheppard asked if we could start the meeting at 7:00p so we could have time for the focus group after board business is complete. Heller and Heller and our staff are busy compiling information needed. The Village has been helpful in compiling information as well.

Sheppard complimented the Parks Team regarding their excellent work during the record snowfalls this winter, working seven days a week as needed. She commented that the lots were always cleared when she arrived at 6:00 or 7:00 am. Commissioner Lee seconded the compliment.

Action Items:

Bold explained that he sent out the Landscaping and Mowing maintenance service bid to six companies. Bold explained that through the bid process we only received a bid from the same company used last year. Commissioner Gaines asked if we should be concerned that we have only received one bid. We really need to receive multiple bids as a barometer to see if what we are paying is competitive. Sheppard added that we reached out to six companies including Manfredini who said they could not compete with the bid that won last year. Bold added that he felt that it was a fair bid but if we find the prices getting too high, we can reject the bid and look at doing the work in-house, which has happened in the past.

Approval of the Landscaping Maintenance and Mowing Maintenance Services Bid: A motion was made by Commissioner Lee to approve the Landscaping Maintenance and Mowing Maintenance Services Bid as presented, Commissioner Gaines seconded the motion. Roll call vote taken:

AYES: Gaines, Palatnik, Lee, Kimble  
NAYS: None  
ABSENT: None

Bold explained that the Tree Maintenance Service Bid is for tree services that the Village cannot complete or cannot reach with the equipment available to them.

Approval of Tree Maintenance Services Bid: A motion was made by President Kimble to approve the Tree Maintenance Services Bid as presented. Commissioner Lee seconded the motion. Roll call vote taken:

AYES: Gaines, Lerman, Palatnik, Lee, Kimble  
NAYS: None  
ABSENT: None

Regarding the Green Region Program, Bold explained that we are applying for a grant to complete bluff restoration work. Two years ago, the first matching grant was for \$6000. This is the same grant we are trying to receive now.

Commissioner Lerman stated that it shows initiative to find this grant money. Thank you for taking the initiative, which is consistent with the views of the community.

Approval of Resolution 814 authorizing application to the 2014 ComEd Green Region Program as presented: A motion was made by Commissioner Lerman to approve

Resolution 814 as presented. Commissioner Lee seconded the motion. Roll call vote taken:

AYES: Gaines, Lerman, Palatnik, Lee, Kimble  
NAYS: None  
ABSENT: None

Matters from the Public: Commissioner Lee is going to the School Board Welcome Meeting and will be attending as a Park Board Commissioner. Commissioner Lee feels Kathy Crawford is incredibly up to date with what goes on in the community. She is someone who has read all park board minutes. She asked if anyone has anything to relay to the School Board, she would be happy to pass it on. Sheppard asked Lee to add that Cathy is always willing to work with the Park District with facility and land use. Kimble added that it is important to know how to straddle working with the public and at the same time stand up for the standards that you believe in. He added that she has done an exemplary job and hopes that the replacement has the ability to listen and have new ideas. Kimble thanked Lee for attending the meeting.

Adjourn to Closed Session: At 8:02 p.m., President Kimble moved to adjourn into closed session to discuss litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2 (c)(11) Commissioner Lerman seconded the motion. Roll call vote taken:

AYES: Gaines, Lerman, Palatnik, Lee, Kimble  
NAYS: None  
ABSENT: None

Return to Open Session: President Kimble moved to return to open session at 8:17 p.m. Commissioner Lerman seconded the motion, which passed by unanimous voice vote.

Adjourn: President Kimble moved to adjourn the meeting at 8:17 p.m. Commissioner Palatnik seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard  
Secretary