

APPROVED

MINUTES OF JULY 15, 2014 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:00 p.m. and roll was called. Commissioners present: President Hilary Lee, Vice President Seth Palatnik, Treasurer Steve Gaines, Commissioner Bob Kimble, Commissioner Andre Lerman; Staff present: Executive Director/Board Secretary Lisa Sheppard, Director of Finance/Human Resources Carol Mensinger, Director of Parks and Maintenance Rick Bold, Director of Recreation and Facilities Dave Figgins, Manager of Marketing and Communications Erin Maassen, Manager of Recreation Services Beckie Korzyniewski, and Administrative Assistant Jenny Runkel

Members of the public in attendance included Village Manager Phil Kiraly, Village Planner Lee Brown, Village Chair – Planning Commission Representative Caren Thomas, Glencoe Junior Kindergarten Park District Liaison Jacqueline Bierig, and Glencoe News Reporter Dan Dorfman.

Attendees took a moment of silence for the passing of Rod Aiken, former Executive Director.

Consent Agenda: A motion was made by President Lee to approve the consent agenda items as presented including Minutes of the June 17, 2014 Regular Board Meeting, Minutes of the June 17, 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.

Village update on Downtown Subarea Plan: President Lee introduced Village Manager Phil Kiraly, Village Chair – Planning Commission Karen Thomas, and Village Planner Lee Brown. Karen Thomas began with an overview of the Downtown Planning Process, thanked Commissioner Lerman for three years of energetic and involved service, and welcomed Commissioner Palatnik to the Committee. Village Planner Lee Brown continued that the position of the committee is that the downtown area is a fabulous place and plans to go through a deliberate process to make it better ending in a list of changes which are encouraged and items we need to protect. The plan includes a public engagement process of being very visible which includes a series of panels and events, website, app, and community input boards. Village Manager Phil Kiraly expanded on the public process including the Community Input Bulletin Boards which have proved to be a productive source of information. The website also seeks input at

www.glencoetuneup.com and the app is live for a mobile capability version of the website also featuring photo capability. Meeting will go thru the end of 2014 with unplanned dates into 2015.

In response to a question from Commissioner Gaines, Karen Thomas explained that this is a stage process starting with the Downtown area. After downtown is finished, following stages will expand to all other areas.

In response to Commissioner Lerman's question, Village Planner Lee Brown confirmed that Friends Park, Kalk Park, and Veterans Park are considered a resource and contributor to downtown. Concerns regarding those parks include road crossings and the Hazel underpass connection to the bike path. Zoning will not be affected, however parks will be considered as a contributor of vitality to downtown.

Executive Director Sheppard added there is a park next to Writers Theatre known as Women's Library Club Park. As their plan and our Master Plan play out, we would like to see it as a passive park for adults, an important feature for review during this process.

Recap and Discussion on Fourth of July Event/Fireworks:

Executive Director Sheppard thanked the Village for their assistance with this collaborative event. Fireworks were very successful, there was not a bad view in the park even under trees and some spots were amazing. Unfortunately, the beach had to close due to regulations. Setup for fireworks finished 30 minutes prior to the show. We could not have provided this impactful of a show from a barge due to distance from the shoreline.

The day began with the Fun Run, an event run by both Glencoe Park District and the Rotary. Participation was at 195 runners and walkers, up from last year's participation at 165. The community can expect a return of the Masters Division next year. Preschool Games at Kalk Park were a success despite standing water from storms in the park all week. It dried out significantly, requiring us to only cancel the dunk tank to avoid damage to the park. Glencoe's Got Talent was also held at Kalk Park, changes included moving the event from the center of town, scaling back how many can perform, scaling back performance time all of which were well received. Glencoe's Got Talent had 15 performers. The parade was run by the Village and both families of our campers and preschoolers participated in representing Glencoe Park District.

Due to the fact that Glencoe Beach was closed, residents and non-residents where encouraged to go to Winnetka Park Districts' Elder or Maple Beach. Pass Holders where admitted free and residents where given resident rates. At Elder Beach there were 14 Glencoe Beach Pass Holders and 4 residents, and Maple Beach there were 12 Glencoe Beach Pass Holders and 2 residents. Winnetka has since waved any fees as a joint cooperation between park districts. Revenue on July 4 last year was \$6730, of which, \$5178 were from nonresidents.

Manager Korzyniewski, lead for the Fourth of July event, added that for the huge changes for this year from last year that we had a solid plan in place and staff executed

it well. Interacting with the community, she received positive feedback about the event all day. Director Figgins agreed that execution of the plan worked well with most thought put into how to handle and communicate the beach closing and parking.

Executive Director Sheppard stated that following every special event staff review logistical changes needed for next year to make the event better.

Executive Director Sheppard stated that is very unlikely that a barge would be available for next year. We were told that we would have to rent the barge for a minimum of four months to guarantee its availability for the Fourth of July.

Commissioner Gaines suggested that as technology improves we should be asking Melrose if setup time could be reduced by utilizing modular sleds, which may allow us to keep the beach open until noon. Executive Director Sheppard commented that closing the beach at noon would be difficult to remove swimmers in a timely manner. Users prior to 10:00 am are exercising, users after 10:00 am are families swimming who will be more difficult to get them to leave.

Commissioner Gaines entertained the idea of fireworks on July 3. Executive Director Sheppard responded that Melrose is willing to be flexible with our contract if we would like to change the date to July 3, however we would need to make that decision by the September board meeting. Sheppard also stated that if we move the date, we should do so permanently because otherwise it would be too confusing for the community. Internally, staff is open to either July 3 or 4. There are pros and cons for both days and they would be happy to proceed with whatever the board decides.

Commissioner Palatnik spoke of feedback from the Glencoe Beach and Lakefront Advisory Group that setting fireworks off on July 3 would allow for beach camaraderie, which was missing, and bring back lost revenue.

Commissioner Lerman continued that Advisory Group members and meeting visitors were very complimentary of the event, fireworks, band, crowd control, and staff. He recommends proceeding with the decision slowly as it will affect community members plans for the day.

Executive Director Sheppard stated that we do not need to communicate a date change with Melrose Pyrotechnics until after the September Board Meeting. She recommends that the Board think about options during this time and ask the community's opinion.

Commissioner Kimble commented that the event revenue loss is minimal and is more an esthetic view of how someone thinks about the Fourth of July as an event. The purpose of the Park District is to serve the community; we had to take one day away because it was thrust upon us not because we wanted to. The Fourth of July is fireworks, parades, other activities, and we can supplement the beach being closed with additional activities. A large part of the Fourth is the camaraderie with the community, which culminates in Fireworks.

President Lee continued that our goal is to do what is best for the community. The majority of beach users on the Fourth of July are non-residents. If we switch fireworks to July 3, are we really serving the community? The residents are paying for the fireworks. Additionally we would be competing with Wilmette who already has fireworks on July 3.

Village Manager Kiraly added that as a first-time participant of the event, it warmed his heart to see the community come out and celebrate. He added that a lot of praise was heaped on the Village, but he has never seen a better planned event in any other city than what the Park District achieved. He is thrilled with the relationship between the Village and Park District. Going forward, he would like to add that the Village is looking for ways to support the event and make it better. Feedback from the community was understanding of the situation once explained. The Art Fair had lower participation than years past and logistics issues need to be reviewed.

President Lee commended the staff for the tremendous job of providing an event and giving up their own events.

Financial Report: Director of Finance/Human Resources Mensinger stated we are four months into the fiscal year. Recreation programs, Day Care, and Beach are up compared to last year. Looking at the Rec/Admin/Takiff Department, that net compared to last year shows a \$3000 swing related to a transfer of recreation funds into the new fund created for new capital projects.

Staff Reports:

Within an attached memo to the Business Department Report, Director Mensinger pointed out that we received the final tax allocation for the 2013 levy. The turnaround is much faster due to a revamped system. The second installment of tax bills are due August 1. We did see a 10% decrease in the EAV. As a result, when the EAV goes down the tax rate typically goes up. In response to a comment from Commissioner Gaines, Director Mensinger stated that our EAV has gone down the last four years, corresponding to the real estate market since 2008.

Regarding past discussions about refinancing our 2006 community center debt, one change as of July, the SEC has new rulings on municipal advisors. Director Mensinger is working on an engagement letter for Mesirow, which allows them to give very specific financial information to maximize savings to the Park District.

In response to a question from Commissioner Gaines, Director Mensinger responded that Mesirow would not be both our bond consultants and underwriters. Our intention is to hire Mesirow for refinancing and, moving forward, in any issuance of debt to look at hiring a financial advisor. There are many options available to us.

At this point, there will not be an action item for the Board. Director Mensinger will be reviewing options and then bringing options back to the Board for review in August. Continuing staff reports, Director Bold stated that Watts Chimney Tuckpointing is underway followed by Takiff when camp is done. The tennis court work will begin by

the end of this week. He will also be looking to complete a bid for a sidewalk from the Early Childhood wing to the Community Hall outer door. Due to rain, pumping of standing water at parks has been necessary as well as retaining services of the landscaping company to cut grass, which normally would have slowed down at this point. Kalk Park will be looked at during the Master Plan for standing water. This year, we have been getting water where we normally would not have, additionally fields have not needed to be watered.

Director Figgins stated that things are going well this summer although weather affecting the beach has been a challenge. The Fall Brochure is coming out soon with many programs offered. PDRMA Risk Management's Loss Control Review will happen next Thursday.

Manager Maassen stated that the Fall Brochure will be delivered to the post office next week. Real-time Registration begins on Wednesday, July 31 for fall programs. This will be our first major non-lottery registration.

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

We started on Mission, Vision, and Values creation at a meeting last week as part of the Master Plan process followed by a meeting with the Parks Department to receive feedback on what is needed in our parks. The survey received 300 results, which exceeded our goal. The architects have been contacted to look into camp pickup and drop off.

Executive Director Sheppard commended the Recreation and Facility Team and the Parks Team for a wonderful summer, beautiful flowers in the parks, keeping up with the effects of the rain, and relocating programs.

Takiff Center will be closed for facility maintenance on Wednesday, August 20, due to fumes from gym floor refinishing. The one day closing is reduced from past year three day closings.

Director Mensinger will be Acting Executive Director during Executive Director Sheppard's vacation from August 1-7.

In the past, the August Board Meeting has been cancelled. Due to the Master Plan, we would like to hold the Board Meeting in August.

Matters from the Public: Jacqueline Bierig introduced herself as the new Glencoe Junior Kindergarten Park District Liaison.

Other Business: A Personnel and Policy Committee meeting was scheduled for 6:00pm on Tuesday, August 12.

President Lee was at a Boot Camp class and was watching a Safety Training given to Beach staff by Beach/Watts Manager David Johnson, who did a tremendous job training his staff.

Commissioner Lerman reiterated that at the Glencoe Beach and Lakefront Advisory Committee, comments were complimentary toward the Beach staff at the Fourth of July. Progress over the last four years shows with the best operations and beachfront in the North Shore.

Adjourn to Closed Session: Sheppard stated that there was no reason to go into Executive Session.

Adjourn: Commissioner Kimble moved to adjourn the meeting at 8:07 p.m. Commissioner Lerman seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary