

APPROVED

MINUTES OF AUGUST 18, 2015 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:05 p.m. and roll was called.

Commissioners present:

Seth Palatnik, President
Dudley Onderdonk, Vice President
Lisa Brooks, Treasurer
Steve Gaines, Commissioner
Andre Lerman, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks & Maintenance
Dave Figgins, Director of Recreation & Facilities
Erin Maassen, Manager of Marketing & Comm.
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Dan Barchenger, Karen Barchenger, John Byrne, James Conley, Tom Finke, Ed Goodale, Kathy Janega, Nello Lucchesi, Anthony Marx, Matt Walker

Action Item:

Approval for Commissioner Gaines to participate remotely via phone: A motion was made by Commissioner Lerman to approve Commissioner Gaines to participate remotely via phone. Commissioner Brooks seconded the motion. No discussion ensued.

Roll call vote taken:

AYES: Brooks, Lerman, Onderdonk, Palatnik
NAYS: None
ABSTAIN: Gaines
ABSENT: None

Consent Agenda: Commissioner Lerman asked for the Glencoe Beach Statement approved at the July 21, 2015 Regular Board meeting to be signed by the President and Secretary and posted for the public.

A motion was made by Commissioner Lerman to approve the consent agenda items as presented including Minutes of the July 15, 2015 Central Park Task Force Meeting, Minutes of the July 21, 2015 Regular Board Meeting, Minutes of the August 4, 2015 Special Projects and Facilities Committee Meeting and Approval of the Bills. Commissioner Onderdonk seconded the motion. No discussion ensued.

Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Matters from the Public: John Byrne commented on construction impact and communication. Kathy Janega commented on Central Park drawings and discrepancies between the Ordinance and Naming Rights Agreement.

Financial Report: Director of Finance/Human Resources Mensinger stated we are five months into the fiscal year. In addition to her report, colder weather has affected beach revenue although it has increased in the last three weeks, recreation revenue is over last year at this time, and day care has been consistent.

Recognition of Dan Barchenger, Retiring Parks Supervisor: The Board approved to move agenda item ten up in the schedule. Board and staff vocalized accolades regarding Dan's experience, professionalism, and humor over the last 39 years. President Palatnik read Resolution No. 838 Commemorative Resolution – Dan Barchenger.

Action Item:

Approval of Resolution No. 838: Commemorative Resolution – Dan Barchenger: A motion was made by Commissioner Onderdonk to approve Resolution No. 838 as presented. Commissioner Brooks seconded the motion. No discussion ensued.

Roll call vote taken:

AYES:	Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS:	None
ABSENT:	None

Action Item:

Central Park Discussion and Approval: Commissioner Onderdonk requested that the Board revisit the motion approved at the July 21, 2015 Regular Board meeting, specifically on the fence at Central Field, and expounded with a statement.

Amend Motion Regarding Homerun Fence: An amended motion was made by Commissioner Onderdonk to rescind prior instructions to Hitchcock regarding the design for an outfield fence for the baseball field at the current Central Park and to direct Hitchcock to now include in their design a temporary homerun fence for the field. Commissioner Brooks seconded the amended motion.

Discussion ensued regarding who would put up the fence, that the fence option is a win-win for baseball, neighbors, and the community. Discussion included that Park District staff would manage the task of putting it up and down which will extend the life of the fence. Youth Baseball would be responsible for the direct cost of staff putting it up and down. Ideas for an endowment to reduce financial impact to Glencoe Baseball player families were discussed.

Roll call vote taken:

AYES:	Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS:	None
ABSENT:	None

Action Item:

Approval of Ordinance No. 836 Donation and Naming Rights Agreement: Executive Director Sheppard stated that our legal counsel advised that we are within our rights to name the park as the Board sees fit.

A motion was made by Commissioner Onderdonk to approve Ordinance No. 836: Donation and Naming Rights Agreement as presented. Commissioner Brooks seconded the motion.

In response to a question, Executive Director Sheppard stated that our legal council recommended that we include the Ordinance to protect the District's best interests. Regarding the 30 days' notice prior approval in our Naming Rights Policy, the Board has been aware of the park name associated with the donation for about one year. The agreement will include requiring a letter from Melvin Berlin or his legal designee indicating agreement to have a park named after him and indicate the full name of the field and park as Melvin Berlin Field or Park.

Roll call vote taken:

AYES:	Brooks, Gaines, Onderdonk, Palatnik
NAYS:	None
ABSTAIN:	Lerman
ABSENT:	None

Action Item:

Approval of Donation and Naming Rights Agreement: Discussion ensued regarding an inclusion to the agreement that if the donor backs out during the final design phase, the donor would be responsible for all design cost fees. Executive Director Sheppard confirmed that this document was drawn up by our attorneys and protects the District's interests.

A motion was made by Commissioner Onderdonk to approve the Donation and Naming Rights Agreement between Glencoe Park District and Andrew T. Berlin, donor, as presented with the exception of all references of "Park and Field" to include Melvin Berlin and include an authorization letter from Melvin Berlin or his representative authorizing the name of the park. Commissioner Brooks seconded the motion.

Roll call vote taken:

AYES:	Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS:	None
ABSENT:	None

Action Item:

Approval of Park Design and Engineering Agreement: Director Leiner stated that this document reflects a high level of owner to contractor support with Hitchcock providing support of a Project Manager directly on the job site and 10 weekly meetings. It not only offers support to staff, but also for permitting with the Village and MWRD and also code issues. It will allow staff to manage the project with the professional expertise of a project manager that has worked on projects at this level previously. Executive Director Sheppard stated that as this project progresses, we will continue working with the Village, School District, neighbors and community.

The bid process for Central Park (Melvin Berlin Park) can be structured as an a la carte menu. At this point, cost estimates are soft. Overall, we expect to see the total come down from \$1.3 million. We are more educated at this stage than the norm regarding unknowns. Regarding park maintenance cost, some of the improvements like better draining turf, will require less maintenance; others may go up due to increased use and a high level of maintenance standards. As a municipal field with multiple uses, it is difficult to determine exact maintenance cost.

A motion was made by Commissioner Onderdonk to approve the Park Design and Engineering Agreement as between Hitchcock Design and the Glencoe Park District in the amount of

\$127,900 excluding reimbursement expenses and additional meeting expenses as presented. Commissioner Brooks seconded the motion. No discussion ensued.

Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Action Item:

Approval of Ordinance No. 837: Requesting the transfer of land from the Village of Glencoe for the proposed Frank Lloyd Wright Waiting Station: In order for fundraising to commence for this project, an Ordinance for a land transfer between the Village and District would need to be approved by the Board. Since the District would be maintaining the property, it is important that the District owns the property. The Historical Society has two years to raise funds for this project, if the project falls through, the land will revert back to the Village. There is no tax liability on this property. The Historical Society has three events currently planned to raise funds including selling the sculptures, the Housewalk event, and the Gala.

A motion was made by Commissioner Brooks to approve Ordinance No. 837 as presented. Commissioner Onderdonk seconded the motion. No discussion ensued.

Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

2015/2016 Proposed Master Plan Improvements:

Action Items:

Approval of Agreement with Hitchcock for Preliminary Design Services for Kalk, Shelton, Watts, and West Parks Improvements: Executive Director Sheppard explained that this information was presented at Committee and Board meetings in detail. There is nothing new with the exception of the Agreement with Hitchcock Design Group. In answer to a Board question, Director Leiner explained that the playground near the school will need to be accessed if it should stay on school property or be moved onto District property. There may have been a reason it was placed there, possibly due to low spots and drainage issues on our property. The School District was surprised they owned the land on which our playground sits. The process will include a review of sites, meeting with community groups/users regarding colors/style, forwarding that information and feedback to Hitchcock, and then a review of designs with the community. There will be standard amenities, although each park will have its own identity for different experiences at each park. The importance of community input for Friends Park and projects in general was reviewed.

A motion was made by Commissioner Lerman to approve the Agreement with Hitchcock Design Group for preliminary design services for Kalk, Shelton, Watts, and West Parks, improvements not to exceed \$20,000 in professional services and excluding charges for Board meetings, community presentations, and reimbursable expenses as presented. Commissioner Onderdonk seconded the motion. No discussion ensued.

Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Approval to demolish the house in the maintenance area and necessary improvement needed to restore the area for gravel parking, not to exceed \$22,000: Executive Director Sheppard stated that the District is recommending getting out of the housing industry. The house has passed its useful life and would be tough to rent in the middle of a maintenance yard, is beyond safe use without high expense to upgrade as a parks building, and would increase parking, a necessity at Takiff Center. This was previously discussed at a Special Projects and Facilities Committee meeting.

A motion was made by Commissioner Onderdonk to approve demolishing the house in the maintenance area and necessary improvement needed to restore the area for gravel parking, not to exceed \$22,000 as presented. Commissioner Brooks seconded the motion. No discussion ensued.

Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Commissioner Gaines received Board approval by voice vote to be excused from the remainder of the meeting.

Staff Reports: In addition to written reports, Director Figgins stated that a successful summer camp season is over, the Beach is still open until Labor Day and the Boating Beach is open into October. Director Leiner announced that Takiff seasonal maintenance is this week with gym floors resurfaced on Thursday, and preparing for fall has commenced including baseball, soccer, and field maintenance. Executive Director Sheppard stated that we will have staff recap survey results at the next Board meeting.

Executive Director Report: Executive Director Sheppard stated that staff have done an extensive interview process to fill two open Recreation Manager positions and Parks Supervisor position. Anthony Marx was an internal candidate who was promoted in the Parks Department and two experienced Recreation Managers were added to the Recreation Team and will attend the next Board meeting.

Action Item:

Approval of Ordinance No. 839: An Ordinance Declaring as Surplus and Authorizing the Sale or Other Conveyance or Disposal of Surplus Personal Property of the Glencoe Park District: A motion was made by Commissioner Lerman to approve Ordinance No. 839 as presented. Commissioner Onderdonk seconded the motion. No discussion ensued.

Roll call vote taken:

AYES: Brooks, Gaines, Lerman, Onderdonk, Palatnik
NAYS: None
ABSENT: None

Matters from the Public: Tom Finke commended GBA and flexibility of the donor, and commented on the Central Park process during the next phases asking for more discussion in a

less formal setting in addition to the two public meetings scheduled. John Byrne commented on the lack of good service from our attorneys shown in the mistakes in the documents they provided.

Other Business: There was no other business.

Adjourn: Commissioner Onderdonk moved to adjourn the meeting at 8:29 p.m. Commissioner Lerman seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary