

**APPROVED**

MINUTES OF NOVEMBER 17, 2015 REGULAR BOARD MEETING  
GLENCOE PARK DISTRICT  
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:02 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  
Dave Figgins, Director of Recreation & Facilities  
Chris Leiner, Director of Parks & Maintenance  
Erin Maassen, Manager of Marketing & Comm.  
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Vanessa Colman, Hilary Lee, Eric Dinkens, Dan Dorfman, Ed Goodale

Consent Agenda: A motion was made by Commissioner Lerman to approve the consent agenda items as presented including Minutes of the October 20, 2015 Regular Board Meeting, Minutes of the November 3, 2015 Special Projects and Facilities Committee Meeting, Approval of the Bills, and approval of Ordinance No. 843: An Ordinance Declaring as Surplus and Authorizing the Sale or Other Conveyance or Disposal of Surplus Personal Property. Commissioner Onderdonk seconded the motion. Roll call vote taken:

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

Matters from the Public: Ed Goodale offered an invitation to the Village Plan Commission regarding the central business district topic that will include parks.

Financial Report: Director Mensinger stated we are eight months into the fiscal year. In addition to the report, the Beach turnaround in the last six weeks of the season and research/strategy into the decline in Day Care revenue were discussed.

Staff Reports: Directors shared information in addition to their Board reports. Director Figgins stated that Watts opens Friday with ice being laid Thursday and staff is currently being trained for the season. Director Leiner added that the ice rink compressors have been started and are working, the Zamboni will return from refurbishment tomorrow, which saved the District approximately \$70,000 with many service years to come. Manager Maassen continued with Watts including that the new digital schedule and new signs have been installed and the winter brochure was mailed to the community today. Director Leiner added that the Parks team updated many details at Watts including painting, hand dryers, new netting and the skate park has been upgraded including removal of the fence and phone booth and painting and cleanup of surrounding area.

Executive Director Report: Executive Director Sheppard shared that Watts Ice Center opens the day after Thanksgiving. Wattson, the Watts Ice Center mascot, will be at the Village's Light the Holiday Lights event to pass out coupons. Hitchcock Design Group continues to work on our three projects including Melvin Berlin Park, Kalk Park, and Shelton Park. The District will be working with ACG on a project conditions assessment, one of the few companies who have previously worked with the public sector. The District has booked Fourth of July fireworks for the next three years for the same contract price. The Special Projects and Facilities Committee meeting was rescheduled. Melvin Berlin Park designs will be reviewed by the Board at the December 15 Board meeting, with approval at a Special Board meeting on Tuesday, January 5. Our staff holiday party is scheduled for December 10 with invitations sent via email through Evite.

Director Leiner reviewed the status and timeline of removal of the Director of Parks residential property.

Action Items:

Truth in Taxation Hearing – An Ordinance Levying the Taxes for the Glencoe Park District, Cook County, IL for 2015 Tax Year: This hearing is required by statute if the levy increase is larger than 5%. Glencoe Park District is thus not required to hold a hearing, but it does and the appropriate public notice has been served. President Palatnik declared the public hearing open to hear questions and comments on the Levy Ordinance. There were no questions or comments from the public. President Palatnik then closed the public hearing.

Approval of Ordinance No. 844 – An Ordinance Levying the Taxes for the Glencoe Park District, Cook County, IL for 2015 Tax Year: A motion was made by Commissioner Lerman to approve Ordinance No. 844 as presented. Commissioner Onderdonk seconded the motion. No discussion ensued. Roll call vote taken:

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

IAPD/IPRA Annual Meeting – Appoint Delegates: A motion was made by Commissioner Lerman to appoint Steve Gaines, Commissioner, and Lisa Sheppard, Executive Director, as delegates to represent the District at the IAPD 2016 Annual Meeting. Commissioner Onderdonk seconded the motion. No discussion ensued. Roll call vote taken:

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

Approval of Agreement for Transfer of Property by the Village of Glencoe to the Glencoe Park District – Frank Lloyd Wright Waiting Station Parcel: A motion was made by Commissioner Lerman to approve the agreement for Transfer of Property by the Village of Glencoe to the Glencoe Park District – Frank Lloyd Wright Waiting Station Parcel as

presented. Commissioner Gaines seconded the motion. No discussion ensued. Roll call vote taken:

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

Approval of Hitchcock Design Agreement for Design for Kalk and Shelton Parks: A motion was made by Commissioner Gaines to approve the Hitchcock Design Agreement for Design for Kalk and Shelton Parks in the amount of \$71,400 plus estimated \$2,000 for reimbursable expenses as presented. Commissioner Brooks seconded the motion. In response to a Commissioner's question, Director Leiner explained that the Landscape Architect designs the park and the equipment manufacturer designs the equipment area for free in order to sell said equipment. The engineer and manufacturer have both agreed that it is not safe to install a new Gazebo structure on a 20-year foundation resulting in a need for the foundation to be demolished. Because the gazebo will be elevated, it is a custom design and not prefabricated, as agreed upon at the Special Projects and Facilities Committee meeting. Director Leiner will be the general contractor and the additional technical support is key. It will include concrete paths, routed to avoid Oak tree root bundles and will be ADA accessible. Park lighting will be reviewed which is currently not working. The Executive Director reviewed the public communication schedule which will include communication to neighbors who will be notified by hand-delivered letter. Roll call vote taken:

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

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

Other Business: There was no other business.

Adjourn: Commissioner Lerman moved to adjourn the meeting at 7:43 p.m. Commissioner Gaines seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

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Lisa M. Sheppard  
Secretary