

APPROVED

MINUTES OF APRIL 18, 2017 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:

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

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Mike Lushniak, Director of Recreation/Facilities
Erin Maassen, Manager of Marketing/Comm.
Jenny Runkel, Administrative Assistant
Bobby Collins, Beach/Watts Facility Manager

Members of the public in attendance who signed in or spoke: Stefanie Boron, Dan Dorfman, Alexandra Greenwald, Josh Lutton

Consent Agenda: A motion was made by Commissioner Palatnik to approve the consent agenda items as presented including Minutes of the March 21, 2017 Regular Board Meeting, April 6, 2017 Special Projects and Facilities Committee Meeting, and Approval of the Bills. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

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

Matters from the Public: There was no one wishing to address the Board.

Public Hearing on 2016/2017 Budget and Appropriation Ordinance No. 863: The Budget and Appropriation Ordinance (BAO) No. 863 was reviewed by legal counsel and was put on display at the District Administrative Office for the required 30-day period. President Gaines declared the public hearing open to discuss the BAO and asked for a brief summary from staff. Director Mensinger stated that the Board passed the budget last month, the BAO is the legal document filed with the county, which allows us to expend that money. Conversely, the levy is the legal document to collect property tax revenues. The BAO includes a total District budget approximately \$12.3 million. The capital budget which is approximately \$3.1 million is higher due to all the Fund 69 projects that will be completed. The operational budget is approximately \$9.2 million. The difference between budget and appropriation was reviewed. President Gaines invited the public to make comments or ask questions. There was no participation from the audience. President Gaines then declared the public hearing closed.

Action Item:

Approval of Ordinance No. 863: An Ordinance Making a Combined Annual Budget and Appropriation of Funds for the Glencoe Park District for the Fiscal Year Beginning March 1, 2017: A motion was made by Commissioner Palatnik to approve Ordinance No. 863: An Ordinance Making a Combined Annual Budget and Appropriation of Funds for the Glencoe Park District for the Fiscal Year Beginning March 1, 2016 as presented. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

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

Financial Report: Director of Finance/Human Resources Mensinger stated we are one month into the year. It is too early to determine Beach revenues. There were three payrolls in March, which could skew any comparison to the previous years. Overall, nothing stands out at this point.

Staff Reports: Staff shared additional information not included in their Board Reports.

Director Mensinger shared that the audit begins Monday and we are prepared.

Executive Director Sheppard applauded department heads for working as a team setting up the Beach point of sale positions and equipment, and for communicating Beach registration with our residents. This project has been in progress for one year. It will allow us to track Beach use and help with staffing. Feedback from users is positive.

Director Lushniak stated that 44 out of 48 Children's Circle participants re-enrolled, the vacated spots are filled, and a couple children are on the waitlist in each room.

Director Leiner shared that Berlin Field grass started out a little more yellow than expected with green coming in. Staff is busy working on that site. Seasonal staff started this week and all staff have been working on installing Beach kayak racks and in the concessions area to prep for the new vendor. There has been a large amount of rain this month, our parks have a clay-based soil and some areas are designed to hold water. Beach steps work will commence when the water is on in the Beach House. A barricade to block the stairs during work will be installed.

Berlin Park Grand Opening is coming up on April 28. Seth Palatnik, Andrew Berlin, and Melvin Berlin will be making comments. Hot dogs, Cracker Jacks, and kites will be available for guests and baseball played.

Manager Maassen kicked off the first day of beach pass sales with a Park District towel giveaway; a popular item. Many passes were sold at the Spring Egg Hunt event and extended hours offered for Beach pass sales during other special events for Beach sales.

The Safety Committee reported new AED's and beach stair repairs this month.

Executive Director Report: Executive Director Sheppard shared that staff training is taking place, the Spring Egg Hunt was a success, and West and Astor Parks bids are

out with approval scheduled for the May 2 Special Board meeting. NSSRA Shining Stars Banquet is Friday where we will be receiving the Partner of the Year award. Later this meeting, a resident prospective Watt Advisory Group member will be up for approval and we are looking for new Lakefront Advisory Group members which will Board approval at the July Regular Board meeting.

Takiff Report: Director Lushniak and Watts Facility Manager Bobby Collins presented the 2016-2017 Season Watts Ice Center Report attached to these minutes. Discussion with the Board ensued.

Action Items:

Approval of Annual Post-Issuance Tax Compliance Report: Director Mensinger stated that each year we look at how we utilize space because of the tax advantage of a sold bond and make sure we are complying with IRS tax regulations. A motion was made by Commissioner Brooks to approve the Annual Post-Issuance Tax Compliance Report as presented. Commissioner Onderdonk seconded the motion. No discussion ensued. Roll call vote taken:

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

Approval of Ordinance No. 864: Amending the Glencoe Park District Ethics Ordinance: Changes were made to bring it up to Illinois State Law. A motion was made by Commissioner Palatnik to approve Ordinance No. 864: Amending the Glencoe Park District Ethics Ordinance as presented. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

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

Approval of the Fitness Area Remodeling Plan: A motion was made by Commissioner Lerman to approve the Fitness Area Remodeling plan as presented and to include the second shower area with a budget not to exceed \$396,008 as presented. Commissioner Brooks seconded the motion. No discussion ensued. Roll call vote taken:

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

Approval of the Fitness Area Equipment: A motion was made by Commissioner Lerman to approve the purchase of the Precor Fitness equipment on the attached proposal for a total of \$99,371.98 as presented. Commissioner Palatnik seconded the motion. No discussion ensued. Roll call vote taken:

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

Approval of Jeanne Shin-Cooper as a Watts Advisory Group Member: A motion was made by Commissioner Palatnik to approve Jeanne Shin-Cooper as a Watts Advisory Group member as presented. Commissioner Lerman seconded the motion. No discussion ensued. Roll call vote taken:

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

Approval of Watts Replacement Flooring: A motion was made by Commissioner Onderdonk to approve the NJPA quote from Becker Arena Products for \$66,385 for the removal of existing flooring and the installation of new rubber flooring at Watts Center as presented. Commissioner Palatnik seconded the motion. No discussion ensued. Roll call vote taken:

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

Other Business: Staff will be presenting at the Glencoe Plan Commission meeting on Wednesday, April 26 at 7:00pm.

Adjourn to Closed Session: There was no reason to go into closed session.

Adjourn: Commissioner Palatnik moved to adjourn the meeting at 8:10 p.m. Commissioner Brooks seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary