

MINUTES OF DECEMBER 18, 2018 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:02pm and roll was called.

Commissioners present:

Lisa Brooks, President
Dudley Onderdonk, Treasurer
Josh Lutton, Commissioner
Bob Kimble, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Bobby Collins, Director of Recreation/Facilities
Erin Classen, Supt. of Marketing/Comm.
Jenny Runkel, Administrative Assistant

Attend Via Phone Conference:

Stefanie Boron, Commissioner

Members of the public in attendance who signed in or spoke: Michael Covey, Dan Dorfman, Lauren Kinsey, Ann Scheuer, Jill Siragusa, Ben Thompson, Dennis Weil, Lorise Weil

Approval for Commissioner Boron to attend via Phone Conference: A motion was made by Commissioner Onderdonk to permit Commissioner Boron to attend the March Regular Board meeting via phone conference. Commissioner Lutton seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Brooks, Gaines, Lutton, Onderdonk
NAYS: None
ABSENT: None

Consent Agenda: A motion was made by Commissioner Kimble to approve the consent agenda items as presented including Minutes of November 6, 2018 Special Projects and Facilities Committee Meeting, Minutes of November 13, 2018 Regular Board Meeting, Minutes of December 6, 2018 Special Projects and Facilities Committee Meeting, Surplus Property Ordinance No. 891, Annual Regular Meeting Dates, and Approval of the Bills. Commissioner Onderdonk seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None

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

Financial Report: Director of Finance/Human Resources Mensinger stated we are nine months into the fiscal year. The revenue difference in the Recreation department compared to last year is a registration timing issue, so it will not be an apples to apples comparison until we get through December. The trend should show to be historically comparable in the last two years.

A bond payment on December 1 will show a decrease of \$1.1 million for payment of the 2010 and 2015 refunding bonds.

Approval of Resolution No. 890 – Lorise Weil 15 Years’ Service: Lisa Brooks read Lorise’s Resolution. A motion was made by Commissioner Lutton to approve the Resolution No. 890 – Lorise Weil 15 Years’ Service as presented. Commissioner Onderdonk seconded the motion. Staff recognized and thanked Lorise through positive comments of her service. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None

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

Director Mensinger stated that staff are turning in budgets and the Business department is working on end of year tasks and budgets.

Director Collins had nothing to add to the Recreation Report. Commissioner Boron commended the Recreation staff for our new format for birthday parties.

Director Leiner communicated that weather has been good for the ice rink, Takiff parking lot is done, solar lights installed, working on the budget cycle, and the controlled burn was snowed out although a significant amount of invasives were removed. Woodlawn Park is opening tomorrow although it will be muddy, the fence will be down and landscaping coming in the spring. Playground discussion ensued with the Board.

Superintendent Maassen shared that Watts is going great, winter break activities are scheduled the next two weeks, fitness center campaign, and successful pop up snow day programs.

Safety and Wellness co-coordinators Mensinger and Leiner shared that the District received a final loss control review score of 97.5 out of 100. Once official, the District will be accredited for another 3-4 years. It was a lot of work for all departments.

Executive Director Report: Executive Director Sheppard shared a few of the accomplishments from the year that she shared in the packet including Distinguished Accreditation and Gold Medal Finalists, upgraded bond rating, and opening a fitness center.

The Glencoe Park District applied to be one of ten pilot projects for beneficial use of dredged material under the 2016 Water Resources and Development Act. Our \$862,285 proposal with three other districts was one of three from the Great Lakes to be considered by USACE Headquarters. We were just notified that the proposal was accepted.

Action Items:

Approval of Updated Salary Ranges and Grades for Full-time Positions: A motion was made by Commissioner Lutton to approve the updated salary ranges and grades for full-time positions as presented. Commissioner Onderdonk seconded the motion. The findings are based on the recommendations of our consultants. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None

Approval of FY2019/20 Master Plan Capital Projects: A motion was made by Commissioner Lutton to approve the FY2019/20 Master Plan Capital Projects as presented. Commissioner Kimble seconded the motion. Pier improvement funds would come out of Fund 65 or the operating budget. Sheppard reviewed the history on the Park and Hazel Avenue overlooks. The original overlooks were built prior to 1986. The Village and Park District partnered in 1986 to complete repairs and upgrades. The overlooks were not included in this project. The north overlook was named after Stanton Schuman, past park president, which led to a donation for that overlook. In the late 1990's the District engaged in a legal process to establish documented legal ownership of the entire parcel for purpose of receiving an OSLAD grant. Original documents of ownership of the overlooks have not been found, the District signed an easement agreement with the Village in October 1988 that formalized the overlooks as an improvement owned by the Park District. While the Village legally retains ownership, the Park District is responsible for all costs related to the overlooks. This agreement gave the District the ability to expand the Schuman overlook. The original portion of the overlook that requires maintenance next year is on District property. The agreement stipulates that the District must obtain approval for any improvements or repairs and is also required per the agreement to keep the overlooks in safe condition. In the late 1990's the District accepted a number of donations including \$25,000 from the Safran family to renovate the Schuman overlook. The Schuman overlook donation eventually led to the Safran donation of the Beach House. In the eighties, when the District made improvements, the overlooks ownership turned over to the District. Both overlooks were expanded and renovated by the District in 2001, called phase three of the renovation costing the District approximately \$250,000. Project timeline is dependent upon the scope of the project necessary. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None

Approval to Cancel the January Regular Board Meeting: A motion was made by Commissioner Kimble to approve cancellation of the January Regular Board Meeting as presented. Commissioner Lutton seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Kimble, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None

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

Other Business: There was no other business.

Adjourn: Commissioner Kimble moved to adjourn the meeting at 7:39pm. Commissioner Lutton seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary