

**APPROVED**

MINUTES OF JUNE 18, 2019 REGULAR BOARD MEETING  
GLENCOE PARK DISTRICT  
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:04pm and roll was called.

Commissioners present:

Lisa Brooks, President  
Stefanie Boron, Vice President  
Michael Covey, Treasurer  
Josh Lutton, Commissioner  
Dudley Onderdonk, 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

Members of the public in attendance who signed in or spoke: Dan Kniaz, Andre Lerman, Shannon Love, January Stramaglia, Ronnie Wachter

Consent Agenda: A motion was made by Commissioner Onderdonk to approve the consent agenda items as presented including Minutes of the May 21, 2019 Regular Board Meeting, June 4, 2019 Committee of the Whole Meeting, and Approval of the Bills. Commissioner Lutton seconded the motion. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Matters from the Public: Andre Lerman congratulated the new members elected to the Board and thanked them for their love of the District.

Financial Report: Director of Finance/Human Resources Mensinger stated we are three months into the new fiscal year. Recreation looks like it is off the charts, but a GJK payment is skewing the numbers. Beach daily fees are down due to weather, hopefully to be made up in July and August. Daycare is up in revenue.

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

Director Mensinger stated that the Board moved the audit forward for approval tonight, the fund balance transfer approval going before the Board in July, and staff is starting the next budget with staff earlier this year. Lorise Weil's retirement party is this Thursday.

Director Collins shared that camp started on Monday. A follow up to a commissioner question from the last meeting, the Children's Circle waitlist breakdown is 35 residents and 41 nonresidents, although 15 live in the city and plan to move to the North Shore.

Director Leiner highlighted that we hired a contractor to catch up with weeds in high profile locations. The team is getting our parks ready for the Fourth of July and focusing on getting GBA out to play baseball.

Weather was reviewed as well as determining when to bring in contractors, and pickleball courts and program. Northshore Mosquito Abatement treated once this year; larvae site applications are at no cost. Park flooding will be part of the capital projects discussion in July; one park in particular is Kalk Park. Our shared services agreement with the Village includes Park District maintenance of Village owned land and the Village provides fleet services for District vehicles and small equipment. In addition, the District grows flowers for the Village, the publication of Inside Glencoe, and events including Meet the Machines and Fourth of July.

Superintendent Classen imparted that Finding Gus is popular; we are out of the original 750 brochures available in our parks. Our intern disseminated flyers to coffee shops about our programs.

Safety and Wellness Committee reported extensive safety training for summer staff.

Executive Director Report: Executive Director Sheppard shared that the NSSRA property acquisition will close on August 30. The District's closing and design contribution is \$46,211 to be paid in early August from fund balance reserves. The NSSRA Foundation is committed to raising \$2 million within the next seven months to pay for programming space. The money raised will be funded 50/50 from taxes and private donations. The State of Illinois budget includes \$500,000 earmarked for NSSRA and another \$150,000 from Senator Fine. Next year our contribution will be approximately \$100,000 with Board approval. We have quite a few residents who use NSSRA programming. Adults stay with this program from birth to death gaining in participation as an adult. They also provide aides for our programs, camps, and GJK. NSSRA is a great asset to the community.

Beach pictures presented depicted lake levels 30 inches above average. High water levels have almost reached a section of boating lockers that had to be cleared out, cannot be moved, and may be a casualty. Water is almost up to the top of the pier and may rise enough to go over the pier. Staff are looking at closing the pier for the first time as a safety precaution for those people who like to watch waves on the pier during storms. An assessment on the pier for long-term solutions will be discussed for capital projects.

The new Takiff bike racks are packed and not one bike was attached to a tree.

For the Fourth of July event, Commissioner Boron will be in the parade and Commissioner Covey volunteered for the dunk tank. The lineup was reviewed.

The Gold Medal video was presented.

Dog Park Task Force applicants were selected for a yes/no balance and open-mindedness to hear the opposite opinion. A Doodle poll is out to schedule meetings, which will not open to the public. Their findings will be shared at an open meeting at which the community will have a chance to comment on. We anticipate it taking all summer into fall. Commissioners Brooks and Boron will take turns attending meetings as Board representatives as well as Executive Director Sheppard.

Old Green Bay Linear Trail project design was reviewed. In July, we can discuss options for the playground. There will be more discussion on activity pods before the designs. So far, it should not look like other parks, no netting, yes to a group swing, and the budget is \$275,000. Commissioner Boron will email her ideas in advance. The Board will talk about activity pods in July. Altamanu will bring five to eight stock footage items to the Board to select four items to move forward for the design. Activity pods are designed but not funded.

The District will hear if we received the three grants by the end of August.

Action Items:

Approval of Fiscal Year 2018/19 Annual Audit: A motion was made by Commissioner Onderdonk to approve the Fiscal Year 2018/19 Annual Audit as presented.

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

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of the changes to the Fees and Charges Policy: A motion was made by Commissioner Boron to approve changes to the Fees and Charges Policy as presented.

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

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Staff and Board to attend NRPA Annual Congress: A motion was made by Commissioner Boron to approve for Glencoe Park District Staff to attend NRPA Annual Congress with expenses not to exceed \$8,500 as presented. Commissioner Lutton

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

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

A motion was made by Commissioner Lutton to approve Commissioner Boron to attend NRPA Conference with expenses not to exceed \$300.00. The District will pay for the Exhibit Only package registration and a per diem dinner are paid for by the District;

commissioners to pay all other expenses including flight and hotel. Commissioner Covey seconded the motion. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of the Takiff Center Early Childhood Play Space Bid: A motion was made by Commissioner Lutton to approve of the lowest responsible bidder, Hacienda Landscaping of Minooka IL, including deductive alternates 1,2,3,4 for a total of \$771,717.75 as presented. Commissioner Boron seconded the motion. Deductive alternatives are ideas thrown out by Board members, teachers, and staff to make it a little more special including age-specific play pails, kaleidoscope benches, circular bench, and some additional concrete graphics. The bids did not come in low to allow for the deductive alternatives and they will be removed to stay within budget. If there is money left over from contingency, additional play panels could be installed by staff later. The warranty of the playground surface is ten years. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of the Asphalt Pathways in Lakefront Park and Watts Park Bid: A motion was made by Commissioner Lutton to approve of the lowest responsible bidder J & R 1<sup>st</sup> in Asphalt of Hickory Hills, IL, for a total of \$25,348 as presented. Commissioner Boron seconded the motion. Repairs are for deteriorating pathways; a Fund 65 project for regular routine maintenance. Narrow park pathways require special equipment, not all companies have this equipment. J & R does have one and does not need to rent one at a higher cost shown in the other ridiculous bids. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of the Altamanu Inc. contract for architectural services for the repairs/restoration of the Schuman Overlook: A motion was made by Commissioner Boron to approve of the Altamanu agreement for landscape architectural services, structural engineering, civil engineering, and soil borings related specifically to the development of the design and legal bid documents for the Schuman Overlook repairs for a total of \$49,345 as presented. Commissioner Lutton seconded the motion. This is for developing the bid document for permitting and to give to the contractor, coming back to the Board for the bid amount for the Board to approve. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of the Resolution of Authorization for the IDNR OSLAD grant application for the Connect Glencoe project: A motion was made by Commissioner Lutton to adopt the Resolution of Authorization for the State of Illinois Department of Natural Resources (IDNR) Open Space Land and Development (OSLAD) Grant Application for the Green Bay Trail Linear Park renovation project and authorize Executive Director Sheppard to sign the agreement as presented. Commissioner Boron seconded the motion. The state of IL issued OSLAD grants due August 15 giving us a short window to submit. We will have discussion at the July meeting on what we want to submit in the OSLAD grant. Staff is recommending submitting the current design for design and construction. We have to pass this resolution to start the process, allow staff to move forward with Board approval and for the Board to apply for the grant, and we have the funds to back up the grant. If we get the grant, we are obligated to spend those funds in the minimum amount of \$400,000 for funded elements already in the budget. Erin and Chris will be writing the grant with map support from Altamanu. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Other Business: There was no other business.

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

Adjourn: Commissioner Covey moved to adjourn the meeting at 8:20pm. Commissioner Onderdonk seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

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Lisa M. Sheppard  
Secretary