MINUTES OF A REGULAR MEETING OF
THE COMMISSIONERS AND OFFICERS OF
THE GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022
HELD TUESDAY, APRIL 12, 2011

The meeting was called to order at 7:30 p.m. and the roll was called. Present were Commissioners Michael B. Brohman (President), Hilary Lee (Vice President), Bob Kimble (Treasurer), and Jack Weinberg. Staff present included Executive Director/Secretary Don Van Arsdaile, Director of Parks Rick Bold, Director of Recreation Cheryl DeClerck, Director of Finance/Human Resources Carol Mensinger, Director of Operations Steve Nagle, Manager of Marketing and Communications Sandra Pullara, and Executive Assistant Nancy Symonds.

In attendance were Glencoe residents: Trent Cornell, 538 Monroe Street; Kelly Glauberman, 1029 Fairfield; Andre Lerman, 244 Hazel Avenue; and Marylynn Shushnow, 469 Madison Avenue.

Consent Agenda Items  Commissioner Kimble moved to approve the consent agenda items as presented. Commissioner Lee seconded the motion. The result of the roll call vote follows:

    AYES: Weinberg, Kimble, Lee, Brohman
    NAYS: None
    ABSENT: Retsky

Financial Report  Director of Finance/Human Resources Mensinger indicated that the current fiscal year started March 1, 2011. She indicated this year the District did not make a contractual payment to Glencoe Junior Kindergarten and Nursery School (GJK). She continued her report by stating tax receipts from Cook County will be delayed slightly this year. This concluded the financial report.

Matters from the Public  There was no one present wishing to address the Board at this time.

Public Hearing: 2011/2012 Budget and Appropriations Ordinance No. 745  At 7:35 p.m. President Brohman declared a public hearing on the proposed Budget and Appropriations Ordinance No. 745 open. There being no one wishing to make a comment or ask a question, President Brohman declared the public hearing closed.

Ordinance No. 745  President Brohman stated the annual Budget and Appropriations Ordinance ("BAO") establishes the Board's legal spending limits for various funds and line items within the Annual Budget. It does not reflect the Board's "intention" to spend – only its "capacity." The Annual Budget remains the financial tool which guides the District and to which the Board holds the staff accountable. After discussion,
Commissioner Kimble moved to approve Ordinance No. 745: An Ordinance Making a Combined Annual Budget and Appropriations for Funds for the Glencoe Park District for the Fiscal Year Beginning March 1, 2011 Ending February 28, 2012. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Weinberg, Kimble, Lee, Brohman
NAYS: None
ABSENT: Retsky

Discussion and Approval of Landscaping and Mowing Maintenance Services  President Brohman asked Director of Parks Bold to lead the discussion on this agenda item. Mr. Bold indicated every three years the District submits a bid for landscaping and mowing services. This year six companies submitted bids. Mr. Bold indicated it was staff’s recommendation to recommend Manfredini Landscaping because Manfredini has served the District for several years and is located in Highland Park; the lowest responsible bid was from a firm was located further away. Mr. Bold felt with the requirements of the mowing and landscaping required, being close to Glencoe was important. Discussion ensued.

After discussion, Commissioner Weinberg moved to award the Landscaping and Mowing Services to Manfredini Landscaping, Inc., 2344 Skokie Valley Road, Highland Park, Illinois for landscaping and moving services of $21 per person per hour. Commissioner Kimble seconded the motion. The result of a roll call vote follows:

AYES: Weinberg, Kimble, Lee, Brohman
NAYS: None
ABSENT: Retsky

Discussion and Approval of Tree Maintenance Services  President Brohman again asked Mr. Bold to lead the discussion of this item. Mr. Bold indicated only one bid was received. He indicated that Nels Johnson currently does tree maintenance for the District. After discussion, Commissioner Lee moved to award the Tree Maintenance Services to Nels Johnson Tree Experts, 912 Pitner Avenue, Evanston, Illinois at a cost per man-hour of $55. Commissioner Weinberg seconded the motion. The result of a roll call vote follows:

AYES: Weinberg, Kimble, Lee, Brohman
NAYS: None
ABSENT: Retsky

Discussion and Approval of Purchase of Beach Cleaner  Mr. Brohman again asked Mr. Bold to lead the discussion.

Commissioner Retsky arrived at 7:40 p.m.

Mr. Bold indicated replacement of the 1988 Barber Surf Rake Beach Cleaner is in the capital items for the current budget. He indicated he submitted this proposal and two bids were reviewed; however, one of the bids did not meet the bid specifications. Staff
recommends the purchase of a Barber 400HD Beach Cleaner because it is more efficient than the other beach cleaner, which did not comply with the bid specifications, and more compatible with other District equipment. Discussion ensued. After discussion, Commissioner Kimble moved to approve the purchase of a 2011 Barber 400HD Surf Rake for the total price of $34,890 delivered from H. Barber & Sons, Inc., 15 Raytkwich Drive, Naugatuck, Connecticut. Commissioner Lee seconded the motion. The result of a roll call vote follows:

AYES: Weinberg, Retsky, Kimble, Lee, Brohman
NAYS: None
ABSENT: None

Discussion and Approval of Resolution 746: Great Lakes Restoration Initiative Grant Application President Brohman asked Mr. Bold to provide information on this request. Mr. Bold indicated he learned of a grant program through the federal government which could provide assistance in removing invasive plants at the bluff at Lakefront Park. In order to complete the grant application, the District needed to provide authority for Mr. Van Arsdale to sign all related documents. After discussion, Commissioner Lee moved to approve Resolution Number 746 authorizing the District to submit an application for a Great Lakes Restoration Initiative Grant from the United States Department of Agriculture for removal of invasive plantings and replanting native plants with the grant award of $6,000. Commissioner Weinberg seconded the motion. The result of a roll call vote follows:

AYES: Weinberg, Retsky, Kimble, Lee, Brohman
NAYS: None
ABSENT: None

Staff Reports Director of Parks Bold indicated his staff has been busy getting the beach ready for opening the end of May and working on ballfields.

Director of Recreation DeClerck stated that summer camp registrations continue. The 7th and 8th grade camp, which is new this year, is under enrolled. She stated the camp director for the program is very experienced. She also indicated staff is promoting this program and it will run this summer.

Ms. DeClerck stated that a new Sun Fun Director has also been hired and is also very experienced and highly recommended.

Extensive discussion ensued regarding summer camps. Items discussed included advertising for the under enrolled camps, the gender ratios in camps, possibly combining age groups, ability to show running total for enrollment, and keeping parents informed.

Commissioner Weinberg indicated some organizations take summer registrations in the previous fall. Commissioner Retsky expressed concern that too many programs are being canceled, especially on short notice, and it is hurting our reputation in the
community. Commissioner Retisky is also concerned that this may have a negative impact on the staff, if not corrected.

In continuing her divisional report, Ms. DeClerck indicated enrollment for Children’s Circle remains strong. These classes have specific age and teacher ratio considerations.

Ms. Pullara indicated the new website is ready to be unveiled. Articles continue to be sent to local news organizations to be included in their publications.

Director of Operations Nagle indicated the water main break at the Park Avenue Overlook is being repaired by Village staff. He indicated the parks staff has been available to assist as needed.

Executive Director Van Arsdale indicated NSSRA will have its award dinner on Friday, May 5, 2011 at the Northbrook Hilton. Invitations will be provided to the Commissioners. He indicated the Strategic Plan has been shared with staff and residents through the website. He indicated he would report on the Strategic Plan at future meetings. He concluded by stating a staff Centennial Committee has been formed to develop plans and events for the District’s centennial in 2012. Members of the Centennial Committee include Commissioner Lee and staff members Director of Finance/Human Resources Mensinger, Director of Recreation DeClerck, Director of Operations Nagle, Director of Parks Bold, Manager of Recreation Services Emily Vanderkamp, Facilities Supervisor Brooke Mulcahy, Manager of Marketing and Communications Pullara, Registration Office Manager Lorise Weil, and himself.

Other Business President Brohman indicated the negotiations with Glencoe Junior Kindergarten and Nursery School are moving along.

Adjourn With no further business, the meeting adjourned at 8:20 p.m. on a motion from Commissioner Weinberg and a second from Commissioner Lee.

Respectfully submitted,

[Signature]
Donald P. Van Arsdale
Secretary