

MINUTES OF MARCH 16, 2021 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
ZOOM and 999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

Commissioners and members of the public confirmed they could see and hear.

The meeting was called to order at 7:01pm and roll was called. All commissioners gave permission to be recorded.

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.
Matt Walker, Beach and Boating Beach Manager
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Robert Bloom, Stephani Briskman, Karen Ettelson, Adrienne Gallagher, Kelly Glauberman, Ed Goodale, Jessica Guten, Peggy Hamil, Marla Hand, Brandon Hinkle, Ann Scheuer, Bart Schneider, Charlie Sweat, Kelly Sweat, Peter Van Vechten, Debra Warren, Mark Warren, Adam Wohl, Vanessa Zoerb

Approval to move Other Business in the Agenda to be held after Consent Agenda Items:

A motion was made by Commissioner Onderdonk to approve moving Other Business in the Agenda to be held after Consent Agenda. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

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

The motion passed.

Consent Agenda: A motion was made by Commissioner Boron to approve the consent agenda items as presented including Minutes of February 16, 2021 Regular Board Meeting, March 2, 2021 Special Board Meeting, March 2, 2021 Committee of the Whole Meeting, and Approval of the Bills. Commissioner Onderdonk seconded the motion. No further discussion ensued. Roll call vote taken:

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

The motion passed.

Other Business: Executive Director Sheppard announced that Glencoe Park District was awarded a \$2.5 million PARC Grant from the State of Illinois for the Watts Recreational Center renovation. This the largest grant in Glencoe Park District history.

Glencoe Historical Society's (GHS) representatives, Vanessa Zoerb and Karen Ettelson, gave an update on the Frank Lloyd Wright Booth Cottage construction and status of the outside of the building including the sidewalk and fence removal. Vanessa thanked everyone for their patience especially with the pandemic. By April 1, everything will be completed on the exterior except painting, sidewalk, and sod which are weather dependent and expected to be done by May 1. On April 1, the fence and dumpster will be removed. Grading will occur this week in preparation for sidewalk installation next week. As seen during the spring thaw, the drainage system provided the necessary drainage.

Commissioner Covey asked for more consistent communication required by our contract and to include the details given tonight on the GHS website. Vanessa admitted to doing well with communication up to the move and apologized for the lack of communication during the project. She added that this will change and the website will be up to date going forward.

Commissioner Onderdonk asked GHS to issue a press release to the local press and the Village weekly report.

Commissioner Lutton agreed with Covey and Onderdonk's requests and also thanked GHS for their work to save a treasure.

Karen Ettelson reiterated making communication a priority.

Vanessa reviewed utilities and Director Leiner asked that the watering of the sod be included as a contractor responsibility.

Matters from the Public: Robert Bloom asked when it is going to open.

Marla Hand asked to remind the construction crew that parking is either in the Cottage drive or the Metra train lot when the snow pile melts.

Kelly Glauberman asked for regular updates after the exterior is done. Neighbors would like to know what is going on with this new addition to the neighborhood.

Charlie Sweat emphasized that it has been almost fifteen months since the Takiff Center meeting on the Cottage where everyone was told that no tax dollars would pay for this project. Since then, GHS made two granted requests to the Village for funds. It is a private project and should not be using taxpayer dollars. Especially since it looks like moving forward there will be problems.

Commissioner Boron asked for at least one more public update at a meeting.

Financial Report: Director of Finance and HR Mensinger stated fiscal year 2020/21 is complete. Mensinger was happy to report that despite the pandemic, there are no surprises and the District is doing well. Our surplus is only down \$500,000 in the

Recreation Fund due to the Recreation Team's efforts of starting virtual programming right away. Day care opened for essential service workers' children after being closed half of March and April and are now financially right in line with how it was operated the last two years. In addition, day care received \$93,000 in grants which helped day care reach its surplus of \$360,000. The last two years, Watts had \$90,000 deficits, this year, we are up \$10,000 for the first time in history. There will still be accrued payables in the next six weeks. Mensinger accredited the District's positive financials to the whole team. We are bringing in deferred tax revenues that are not showing in the February financials.

Executive Director Report: Executive Director Sheppard shared that the governor announced to fully reopen the state by this Friday. We do not know what it will look like, but our staff are ready.

Our beach passes went on sale this morning selling 3,044 resident passes and 246 guest passes compared to last year's total of 6,011, of which residents accounted for 4,399. Our website traffic today doubled our record high traffic to date. Our website has a live FAQ document to be updated as information changes. Director Collins and Facility Manager Walker gave the presentation attached to these minutes on 2021 beach admission options. Per Board direction, we are offering Option 2A Hybrid. Also reviewed were daily admission sales challenges, the Ticketleap platform to sell daily passes used for Watts passholders this past winter, daily pass procedures, and pass sales comparison. All passes sold are residents; non-resident sales start on March 30.

The District hit the one-year pandemic milestone. Executive Director Sheppard thanked the entire team and Board for serving the community. We are very close to having all staff (who want to be) vaccinated by the end of next week. The cooperative effort of District 35, Village, and Park District allowed this to happen quickly.

Staff are working on smaller special events to meet the need of a community yearning to gather. Bobby and his team will present these events at the next meeting. Staff are also looking at doing something for the Fourth of July in the morning.

Director Leiner gave an update on Connect Glencoe and Duke Park projects. Connect Glencoe project needs to be done by May 1 or the contractor will have a daily fine. Tasks and repairs were reviewed. Duke Park's ongoing project tasks were reviewed. Please note, that puddling on a trail the day after a snowstorm is normal. Aggregate cannot be pitched like concrete, but more aggregate will be added to low spots. Towards the Green Bay Road side is what looks like a tire swing, but is for 2-5 year olds. It shakes, but does not swing as much as older children's elements. We will not have staff onsite to monitor the train and expect users to be patient and share. Water is to be activated Memorial Day weekend, maybe early June. An opening with the donor, signs, and traffic control signs were discussed.

Sheppard thanked the Watts Team for a superbly run season. We took a chance on how it was run and it worked really well. Friday night events were excellent and we plan on those continuing at the beach.

With Commissioner Onderdonk going off the Board, keep in mind for the May Board meeting, we have two open positions at the Village including the Sustainability Committee and the Plan Commission. Onderdonk shared his viewpoint of each committee and their current and upcoming projects.

Action Items:

Approval of Fiscal Year 2021/22 Budget – Approval Draft: A motion was made by Commissioner Onderdonk to approve the Fiscal Year 2021/22 Budget – Approval Draft as presented. Commissioner Lutton seconded the motion. There was no discussion.

Roll call vote taken:

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

The motion passed.

Mensigner made everyone aware there is a \$300,000 transfer to be officially done when the audit is complete. Some projects that are part of the new PARC grant will need to be delayed due to the grant. Over \$3.4 million dollars will go towards projects in the District the next few years.

Approval of Professional Service Contract for Glencoe Pier Design: A motion was made by Commissioner Lutton to approve the professional service contract with Baird for Glencoe Beach Pier project as presented. Commissioner Onderdonk 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 Bid for Beach House Exterior Renovations: A motion was made by Commissioner Lutton to approve the lowest bidder for the Beach House Exterior Renovation project, Red Feather Group of Glenview, Illinois for a total of \$75,200 as presented. Commissioner Onderdonk seconded the motion. No further discussion ensued. Roll call vote taken:

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

The motion passed.

Approval of Bi-Annual Review of Executive Session Minutes 5ILCS 120/2(c)(21): A motion was made by Commissioner Boron to approve and keep confidential executive session minutes including October 20, 2020, December 1, 2020, December 15, 2020, February 2, 2021, February 16, 2021, and March 2, 2021 as mandated by 5ILCS120/2(c)(21) 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.

Other Business: Other business was moved up to the beginning of the meeting.

Adjourn: Commissioner Lutton moved to adjourn the meeting at 8:08pm. Commissioner Onderdonk seconded the motion. No further discussion ensued. Roll call vote taken:

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

The motion passed.

Respectfully submitted,

Lisa M. Sheppard
Secretary



2021 Glencoe Beach Daily Admissions



Enriching lives and creating memorable experiences.



2021 Operations Beach Admissions Options

OPTION 1
Season Pass Holders Only
No Change to
2020 Operation

OPTION 2
Season Passes
&
Limited Daily's

OPTION 3
Return to
Regular Operations
Pre-COVID

OPTION 2A
Season Passes: 7 days per week
Daily Admission: Available
Monday-Thursday After 12PM
(No Holidays, Friday - Sunday)

OPTION 2B
Season Passes: 7 days per week
Daily Admission: Available
7 Days per Week After 12PM
(No Holidays)

OPTION 2A Hybrid
(Board Consensus)
Season passes: 7 days per week
Limited daily admission: Mon-Fri starting at 12pm
No daily admission on weekends or holidays

Challenges with Advanced Daily Admission Sales

- Unknown weather and water conditions
- Too many variables for visitors to make an informed decision
- Can create volatile situations at entrances
- Expectation of refunds
- Increased administrative work load

Daily Admission Ticket Sales

- Daily admission tickets may be purchased on the Ticketleap platform
 - Ticket purchases available starting at 9am day of visit
 - Weather, water status and closures posted on our website, ticket sales page and phone message by 9am each day
 - Processing Fees ~5%
 - No onsite ticket sales available
 - Must provide a valid photo ID at check-in to prove residency
 - Advantages of
 - Purchaser knows status of weather and water conditions
 - Purchaser can make a more informed decision
 - Streamline sale process
 - Managers can focus on operations
 - No expectation of refunds
 - Hard to argue with refund policy

Pass Sales Summary

As of 3/16/2021

Pass Sales	Price	# Sold	Revenue	2020 # Sold
Resident Passes	\$35	3,044	\$105,665	4,399
Guest	\$50 Per 10 Punch	246	\$12,150	373



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