

MINUTES OF NOVEMBER 1, 2022 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:03pm and roll was called. All commissioners gave permission to be recorded.

Committee Members present:

Lisa Brooks, President
Stefanie Boron, Vice President
Bart Schneider, Commissioner
Carol Spain, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Kyle Kuhs, Director of Parks/Planning
Bobby Collins, Director of Recreation/Facilities
John Cutrera, Director of Finance/HR
Erin Classen, Supt. of Marketing/Communications
Jenny Runkel, Administrative Assistant

Committee Members absent:

Michael Covey, Treasurer

Members of the Public in attendance who signed in or spoke: Lee Brown, Phil Kiraly

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

Village Staff Overview and GPD Board Discussion in Regards to the Village of Glencoe Comprehensive Planning: Village Manager Phil Kiraly announced that the Village is beginning a comprehensive plan named 'All In Glencoe.' Phil Kiraly introduced their consultant from Teska Associates, Lee Brown. They reviewed the plan, described the process, and asked for Board participation through a meeting and additional questions. Discussion ensued on sharing information and timing.

Discussion of Upcoming Glencoe Park District Comprehensive Planning including Master and Strategic Plans: Executive Director Sheppard asked the Board if they would like to embark on this process. It is recommended that a park district go through a master plan process every ten years and a strategic plan every three to five years. It is a requirement to have both for Distinguished Accreditation. In addition, we have accomplished a large portion of the current Master Plan. Due to the pandemic, demographic and recreation trends have changed since our last Master Plan. This process would include a community survey because our last one was in 2013 or 2014. Staff would need to begin this process in August 2023 with a six- to nine-month timeline. The Board utilized results of the survey over the years to help make decisions.

The Village is also working on a comprehensive plan. The Board discussed timeframe, overlap, and difference between the two entities missions. Discussion ensued.

Chair Brooks, based on committee discussion, directed park district staff to budget funds for the comprehensive plan and begin the process.

Discussion on Fund 65 and 69: Director Kuhs gave a presentation on FY2023/24 Proposed Capital Fund 65/69 Items for Consideration. He began by reviewing the six projects completed at Takiff Center and Glencoe Beach in 2022/23. Carryover projects include Takiff Community Hall AV, truck #7 replacement, and an early childhood entrance structural study. Proposed projects for FY2023/24 include a Takiff Community Hall condenser/air handler #3 rebuild for \$215,000, early childhood wing sensory/therapy/decompressing room and staff workspace room renovation for \$75,000, Watts pickleball courts for \$100,000, truck #6 replacement for \$60,000, gym basketball hoop maintenance and upgrades for \$20,000, and IT hardware/technology for \$75,000. Staff did review the possibility of adding an EV charging station to Takiff's parking lot. While we could get a grant for the unit itself, the cost to bring an electrical line to the site would be \$80,000. The Board agreed with staff to wait to add that in the future when electrical power upgrades are made to the maintenance area and athletic field. A summary of carryover projects cost at \$135,600 and proposed projects cost of \$545,000, as well as, Fund 65 expenditures between 2018 and 2024 were reviewed. The average is about \$500,000 per year. Discussion ensued.

Director Kuhs then reviewed completed Fund 69 Master Plan projects and proposed plan for Lakefront Park renovations and a ceramics gas kiln in 2024. The kiln lead time is seven months, which is why it was pushed to 2024. Discussion ensued.

Policy Review: Director Cutrera reviewed the changes required in our Travel Expense Policy for attending trainings and seminars to be compliant with Federal GSA regulations on travel and per diem expenses. This item will be advanced for approval at the November meeting under consent agenda items.

Other Business: The Watts renovation bid opening is on Friday. The extended tax rates should be available next week for the second payment. We had 760 at Boo Bash, almost double the attendance pre-pandemic. Staff did a phenomenal job.

Adjourn: Commissioner Spain moved to adjourn the meeting at 8:33pm. Commissioner Schneider seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary