

MINUTES OF DECEMBER 5, 2023 COMMITTEE OF THE WHOLE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 7:00pm and roll was called.

Committee members present:

Carol Spain, President
Michael Covey, Treasurer
Bart Schneider, Commissioner
Jordan Spector, Commissioner

Staff present:

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

Commissioners absent:

Stefanie Boron, Vice President

Members of the Public in attendance who signed in or spoke: Benjamin Miller, Jonathan Miller, Linda Lin

Matters from the Public: There were no matters from the public.

Presentation on Eagle Scout Project at Clara Dietz Bird Sanctuary: Jonathan Miller gave a presentation on his Eagle Scout project in Clara Dietz Bird Sanctuary which included new path wood chips, power washed benches, path lined logs, cleaned out or replaced birdhouses, and flying squirrel houses. In addition, Jonathan raised \$1,033, of which \$268 was donated to the District to use in the area. The project took fifteen scout and adult volunteers over 100 hours over two weekends to reach the goal of making it more comfortable and convenient for people to enjoy. Jonathan thanks staff for their support and, in turn, staff and Commissioners lauded Jonathan for his dedication to this very successful project and thanked him for his donation resulting from his fundraising efforts.

Discussion on Fund 65: Director Kuhs gave the Fund 65 presentation attached to these minutes. FY2023-24 Fund 65 project recap was reviewed. FY2024-25 proposed projects were reviewed including a Toro Tri-Deck Mower, building mechanical improvements, recreational improvements, IT infrastructure replacements, safety and security upgrades, foot golf new amenity, and the FY2022-23 carryover truck replacement totaling \$656,500.

Staff answered Commissioner questions and discussion ensued. Commissioners reached consensus to the items presented and for staff to investigate the option of adding a foot golf course including costs and benefits to adding this amenity.

Discussion on Fund 69: Director Kuhs gave the Fund 69 presentation attached to these minutes. FY2023-24 Fund 69 project recap was reviewed. FY2024-25 proposed projects were reviewed including the architect engineering services for FY2025-26 projects within the Comprehensive Plan, tennis courts, ball diamonds, and Friends Park surfacing, as well as the FY2022-23 carryover gas kiln totaling \$937,000. Discussion ensued.

Fund 45 safety and security projects totaling \$89,000 are categorized as required and highly recommended.

Staff answered Commissioner questions and discussion ensued. Staff indicated that the upcoming community survey will drive future Fund 69 projects. The Friends Park's safety surface has been breaking down, staff indicated that repairs will be made until future playground replacements takes place. Discussion ensued including baseball field needed renovations, tennis courts renovations, and dedicated pickleball courts. Executive Director Sheppard recommended holding a discussion soon on the possibility of converting tennis courts to dedicated pickleball courts, with notifications to the neighbors and other interested parties. Discussion ensued on facility safety needs.

Director Cutrera reviewed expenditures needed to support the improvements following the presentation attached. Full expenditures over the course of the next ten years equates to over \$20 million dollars. In fiscal year 2026, expenditures ramp up along with projects. If all projects were completed, the District would be in a deficit of about \$12 million and the District would not be able to fund the next ten years at the current standards. Executive Director Sheppard indicated that the District does not have enough funds to keep our amenities at the current standards. The Board will need to determine whether to eliminate assets or to go referendum to fund future infrastructure needs. Our debt for Takiff rolls off on December 1, 2025. Going to referendum for approximately \$13 million would keep the tax rate the same while allowing renovations on many of our assets.

Executive Director Sheppard recommended engaging Paul Hanley with Beyond Your Base, a consulting firm who has an 86% success rate in passing referendum for park districts, school districts, and governmental units. The District can provide clear, concise information, but cannot say how to vote. While we have a talented staff, we do not have the referendum skill set or the bandwidth to compete this task ourselves. Beyond Your Base would provide voter analysis, identification, meetings, referendum content, FAQ's and fact sheets, mailers, press releases, surveys, and input on key components. Mr. Hanley indicated that the November presidential election would be the best chance due to increased voter turnout and that vote would be for no tax rate increase. Commissioners have all seen the need for a new maintenance center and green vehicles could never be utilized with our current infrastructure. Discussion ensued. The Executive Director asked for a consensus to pursue a referendum and to engage the services of Paul Hanley. There was a census to proceed with a referendum.

President Spain, based on committee discussion, asked Executive Director Sheppard to remove the survey portion in order to negotiate a lower cost for Beyond Your Base services and bring back an agreement in January for Board review.

Other Business – Update on Beach Pass Discussion: Executive Director Sheppard and Director Collins ask that we delay any decision on offering daily passes on the weekends until we receive the results from our Community Survey. The brochure is created in January, but does not go to the community until March. Staff are asking to leave out daily passes from the brochure and include daily pass information on the website once determined. Executive Director Sheppard also presented an idea by Director Collins that will help us reach residents and non-residents that might otherwise not have access to the

beach. Director Collins is researching the possibility of individuals having the ability to check out Glencoe Beach passes at local libraries (locations still to be determined) and state representatives' offices. This would aid in our ability to share this natural resource with those who may not be able to afford a pass or daily fees. This would be an excellent way to provide social equity and also allow us to know who is checking out passes. The Board reached consensus to pursue this idea.

A reminder that the Weinberg Family Recreation Center ribbon cutting event is this Saturday at 11:00am including Senator Morrison.

Discussion on Staff Percentage Merit Increases: President Spain dismissed all staff with the exception of Executive Director Sheppard and Director Cutrera to review staff percentage merit increases.

Director Cutrera indicated that preparation to determine the merit increase includes market data and data from peer districts and Village organizations. This year, staff are recommending a 5% merit increase pool. Other districts range from 3 to 5%, and a few are increased from the prior year to keep pace with market conditions. Per the Bureau of Labor Statistics as of September 30, government agencies were at a 4.8% increase for the past twelve months. The 5.15% increase in our operating tax levy approved last month at the Board meeting is capped by PTELL at 5%, so staff are confident the District has the funds for this year's merit pool. Executive Director Sheppard reminded the Board that Village and school district staff salaries are higher than District staff for similar non-union jobs, it is not apples to apples. Last year, Glenview understood they were not competitive, so they jumped up salaries.

Discussion ensued and staff answered Commissioner questions. Executive Director Sheppard indicated that some team members' increase will be higher than the approved percentage increase and others lower based on their performance evaluation due to the merit pool. Executive Director Sheppard also indicated that the District's salary survey indicates where a staff member falls on the recommended pay range and will be adjusted if it is lower than recommended.

President Spain directed staff, based on Commissioner discussion, to include a 4.5% merit pool increase into the FY2024-25 budget.

Commissioner Covey lauded staff on the District's holiday party.

Adjourn: Commissioner Schneider moved to adjourn the meeting at 9:20pm. Commissioner Jordan seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary