

MINUTES OF FEBRUARY 17, 2026 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

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

Commissioners present:

Michael Covey, President
Nicole Reifman, Vice President
Jackie Guzman, Treasurer
Gary Hazan, Commissioner
Meg Cummins, 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, Superintendent of Marketing and Comm.

Members of the public in attendance who signed in or spoke: None

Consent Agenda: A motion was made by Commissioner Reifman to approve the consent agenda items as presented, including the Minutes of the January 20, 2026 Regular Board Meeting, the February 3, 2026, Committee of the Whole Meeting, and Approval of the Bills. Commissioner Guzman seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Covey, Reifman, Guzman, Hazan, Cummins,

NAYS: None

ABSENT: None

The motion passed.

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

Professional Recognition Resolution: IPRA Young Professional and 30 Under 30 Shannon Stevens: President Covey read Resolution 984, honoring Shannon Stevens, Facility Manager of Glencoe Beach and the Ice Rink, for her outstanding professional achievements in 2026, including being named one of the National Recreation and Park Association's 30 Under 30 and the Illinois Park and Recreation Association's Young Professional of the Year. The resolution recognized her leadership at the beach and rink as well as community engagement initiatives. Having grown within the District from intern to facility manager, she has made many contributions. Staff and Board members commended her passion, initiative, and willingness to step up whenever needed.

Professional Recognition Resolution: IPRA Community Impact Award: Bobby Collins: President Covey read Resolution 985, honoring Bobby Collins, Deputy Director/Director of Recreation and Facilities for receiving IPRA's 2026 Community Impact Award, one of only a few awards presented statewide among thousands of professionals. The resolution recognized his decade of leadership at the District, including expanding water safety access, building partnerships to increase beach accessibility, securing donations, and fostering collaboration across districts. Board members praised his transformative impact

on beach operations, his commitment to inclusion and community connection, and formally recorded their appreciation of his service in the District's permanent records.

Presentation on Youth and Teen Programming: Adam Wohl, Assistant Director of Recreation and Facilities, and Program Managers Ashley Martinez, Emily Holmberg and Andrew Valett gave a presentation on Youth and Teen Programming (provided in supplements). The presentation reviewed program planning, program logistics, current program trends, future opportunities, and financials. Staff and board discussed the growth of the youth program and the impact that it has on the District.

Discussion of Glencoe Beach Boat Lockers and Sun Shelter Furnishings: Director Kuhs and Director Collins led a presentation outlining options for the beach boating locker and racking systems as part of the larger voter-approved 2024 beach improvement project. They reviewed the project timeline, noting extensive community engagement throughout 2025, including meetings with the Lakefront Advisory Committee and public open houses, and explained that final design and permitting would follow Board direction, with construction on lockers and racks planned after the 2026 boating season. Staff presented two primary locker options: rebuilding the existing wood-style lockers with improved, more durable and ADA-compliant materials, or installing factory-built modular fiberglass units that offer durability and warranties but are smaller and less customizable. While cost differences between the options are minimal, community feedback raised concerns that the modular units may not adequately accommodate equipment.

Staff also discussed replacing boat racks with more space-efficient "cube-style" systems and introducing creative storage solutions, such as lockable PVC tubes attached to racks for paddles and valuables, which could reduce the need for full lockers. Additionally, a revised fee structure would allow users to opt out of locker rentals for a discount, potentially freeing up capacity and better aligning storage options with user needs.

Board discussion focused on balancing aesthetics, durability, capacity, and user preferences, including the possibility of a hybrid approach placing modular units in less visible or damp areas while maintaining traditional lockers in more prominent locations. Commissioners did ask the staff to go back and look at the material options for the boat racks. They like the design but were not sure about the galvanized material.

Ultimately, Board members generally supported continuing with the traditional full-size timber lockers for most locations, while considering modular lockers behind the boathouse, where conditions are damp and can be challenging. The traditional timber lockers would match the current locker dimensions, allowing users who strongly prefer the existing size to maintain the same type of storage. Offering modular lockers in certain areas would give users the option to choose a smaller unit if they do not need the full-size locker.

Matters from the Public: Boat Lockers and Sun Shelter Furnishings: After discussion from the Board and staff, public comment was opened. Eric Brislawn shared feedback primarily focused on the importance of functionality and adequate storage size. They expressed concern that the modular locker option would not provide sufficient space for sailboat

equipment, paddles, wetsuits, and other gear, emphasizing that proper storage is essential to their use of the beach. They supported efforts to improve durability and reduce maintenance but urged the Board to prioritize meeting user needs over aesthetic changes. Vadia Guthmann also voiced the importance of space and supported creative storage solutions and appreciation for being included in the discussion. They recommended considering the rack aesthetics and avoiding PVC.

Sun Shelter Furniture: Director Kuhs presented two furniture decisions for within the renovated beach sun shelters. Two built-in bench options were reviewed. Option A uses the concrete wall as the backrest, with the bench placed in front of it, while Option B places the bench on top of the wall and includes a wood backrest. Board members discussed comfort, safety, and aesthetics, noting concerns about leaning against concrete and the potential for children to hit the wall. Staff clarified that wood slats could be added to Option A for comfort, but Board members generally preferred Option B because the wooden backrest would be more comfortable, provide some privacy, and could also be used for items like towels to dry. All furniture in the shelters would be anchored to prevent movement or damage from wind and heavy use, and the design includes ADA-accessible seating space.

The Board also reviewed two styles for the freestanding bench: a fully enclosed “box” style or an open-leg bench. After discussion, members favored the open design because it allows space underneath for feet or storage and is generally more functional. Overall, the board expressed consensus to move forward with Option B for the built-in benches and the open-leg style for the freestanding bench.

Financial Report: The district is nearing the end of its fiscal year and preparing for year-end closing and the annual audit. Director Cutrera presented an overview of the financial report, which is included in the board packet. As of January 31, recreation programming revenue is about 16% higher than last year, with the revenue-to-expenditure ratio remaining consistent at around 50%. Children’s Circle revenue increased by 19%, largely due to the Penguins and Polar Bears programs, though expenses are also higher because staffing levels have improved and positions have been easier to retain. As a result, the program’s margin is slightly lower than last year despite the revenue growth. Fitness operations remain strong.

The Weinberg Family Recreation Center ice operations were highlighted as an area to monitor. Revenue is roughly flat compared to last year, but expenditures have increased due to higher staffing levels, utilities, contractual services, and capital costs tied to aging mechanical systems. Weather also plays a significant role, with both extremely cold and unusually warm periods affecting attendance and operational costs. Board members noted that while the ice operation itself may not be profitable, Weinberg as a facility provides broader community value through other programming, rentals, and community uses. Staff also indicated they plan to review the passholder pricing model and overall winter operations strategy after the season to explore ways to improve revenue, such as adjusting pricing, increasing rentals or leagues, or adding activities like curling.

Other areas of the report showed minimal year-over-year changes, aside from parks expenditures related to the Shelton Park paving project. Property tax collections were slightly behind last year at 86% collected as of January, and staff are monitoring this closely to ensure strong cash flow before the fiscal year ends. Overall, the district remains in a stable financial position relative to budget expectations.

Executive Director's Report: Executive Director Sheppard shared a summary of her report included in the Board packet. Administrative staff has been busy preparing the upcoming budget.

Weinberg Rink Season

The Weinberg rink season is nearing its end, with operations scheduled to close on March 1 due to a lack of remaining rentals and the operational costs of staying open beyond that date. Staff noted that the season is wrapping up quickly and expressed hope for favorable weather during the final weeks to allow residents to continue enjoying the rink before it closes for the year.

Greenhouse Project

The greenhouse construction is structurally complete, though additional work such as electrical installation, plumbing, and other finishing elements will continue into the spring. Staff encouraged commissioners to visit the site to see the progress, noting that it is shaping up to be a valuable community asset. Planning is also underway for how the greenhouse will operate, and a greenhouse operations task force has been formed, led by Commissioner Cummins, to help guide programming and future use.

Maintenance Building Construction

Construction of the new maintenance building is progressing well, with walls expected to be completed soon and interior work beginning around March 1. Once the building advances further, the remaining temporary white maintenance structures will be removed. Staff recognized the maintenance team for their patience and flexibility as they continue working in tight and temporary conditions during the construction process.

Takiff Center Field Project

A more detailed discussion of the Takiff Center field project will occur at the March meeting, but staff reported that the project remains on schedule. The field is expected to be ready for use by May 1, and this timeline has already been communicated to the Glencoe Baseball Association (GBA) to ensure proper planning for the upcoming season.

Spring Program Guide

The spring program guide has been completed and should arrive in mailboxes shortly. Staff explained that producing the guide requires significant advance planning, often involving preparing programming six months in advance.

Legislative Breakfast

The District will participate in an upcoming legislative breakfast, which provides an opportunity to connect with local state representatives and discuss issues relevant to park districts and the community. Commissioners Cummins and Guzman will attend the event along with the Executive Director.

Community Group Stipends

The report also highlighted annual stipends provided to community partner organizations whose missions align with the District's goals. These include \$5,000 each for Glencoe Junior High Project (GJHP) and Glencoe Youth Services (GYS), and \$2,000 for Family Service of Glencoe. In addition to these stipends, the District provides substantial in-kind support, such as facility access, beach passes, skating opportunities, and staff expertise to help support their programs and services.

Action Items:

Approval of Resolution 984 and 985- Professional Service Recognition for Shannon Stevens and Bobby Collins: A motion was made by Commissioner Guzman to approve Ordinance 984 and 985, acknowledging the professional accomplishments of Shannon Stevens and Bobby Collins. Commissioner Cummins seconded the motion.

No further discussion ensued.

Roll call vote taken:

AYES: Covey, Reifman, Guzman, Hazan, Cummins
NAYS: None
ABSENT: None

The motion passed.

Approval of Resolution 986- Capital Project Funds: A motion was made by Commissioner Reifman to approve the commitment of \$700,000 of the corporate fund balance and \$1,250,000 of the Recreation Fund Balance to fund future capital projects of the Glencoe Park District as presented. Commissioner Guzman seconded the motion.

No further discussion ensued.

Roll call vote taken:

AYES: Covey, Reifman, Guzman, Hazan, Cummins
NAYS: None
ABSENT: None

The motion passed.

Approval of Craftsman Gable Purchase: A motion was made by Commissioner Hazan to approve the purchase of the Craftsman Gable Shelter from Icon Shelters, for an amount not to exceed \$86,000, which will be placed at Takiff as presented. Commissioner Cummins seconded the motion.

No further discussion ensued.

Roll call vote taken:

AYES: Covey, Reifman, Guzman, Hazan, Cummins
NAYS: None

ABSENT: None
The motion passed.

Approval of Bus Bid for 2026, 2027, and 2028:

Before a motion was made, Executive Director Sheppard explained the bus bid process and documents submitted for this bid. After reviewing the submitted bids, staff are recommending that Timeless Transportation be disqualified. Although Timeless Transportation submitted the lowest overall bid, they failed to provide all of the required documentation, making their submission non-responsive and not a responsible bid according to the bidding requirements. Additional information can be found in the memo in the board packet. As a result, staff recommends awarding the three-year bus transportation contract for the 2026–2029 seasons to First Student, the next lowest qualified bidder, at the hourly rates presented in the board packet.

A motion was made by Commissioner Hazan to disqualify Timeless Transportation as a non-responsive and not a responsible bus transportation bidder, and award the bus transportation bid for March 2026 - February 28, 2029 to First Student at the per hour cost of \$70.00 (3/2026 -2/28/2027), \$73.00 (3/2027- 2/28/2028), and \$75.00 (2/2028-2/29/2029), as presented. Commissioner Reifman seconded the motion. No further discussion ensued.

Roll call vote taken:

AYES: Covey, Reifman, Guzman, Hazan, Cummins
NAYS: None
ABSENT: None

The motion passed.

Other Business: None

Executive Session: Commissioner Covey entertained a motion per Section 5 ILCS 120/2 of the Open Meetings Act. The Board will enter into closed session to discuss personnel, the appointment, employment, compensation, discipline, performance or dismissal of specific employees as mandated by Section 2.055. 5 ILCS 120/2C1 Those present during Executive session included all Commissioners.

Adjourn: Commissioner Cummins moved to adjourn the meeting at 9:23 PM. Commissioner Hazan seconded the motion. The motion passes via voice vote.

Respectfully submitted,



Lisa M. Sheppard
Secretary